



**Rochford District
Council**

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1999

January - December

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**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1999

October

ROCHFORD DISTRICT COUNCIL

Minutes of the Community Services Urgency Sub-Committee

At a Meeting held on 5 October 1999. Present: Councillors Mrs W M Stevenson (Chairman), Mrs S J Lemon and Mrs M S Vince.

4. MINUTES

The Minutes of the Meeting held on 30 June 1999 were approved as a correct record and signed by the Chairman

5. STREET TRADING PANEL

The Sub-Committee considered the oral report of the Head of Administrative and Member Services on the need to re constitute the Street Trading Panel. It was noted that earlier this year, the Transportation and Environmental Services Committee had been asked to appoint a Street Trading Panel even though the Council's scheme of delegated powers to committees delegated this responsibility to the Community Services Committee. It was further noted that a meeting of the Panel was due to take place within the next few days and that there was a need for the Panel to be properly appointed by the Community Services Committee. As the next meeting of the Committee was not until 16 November, the matter was now brought before this Sub-Committee for determination.

After accepting the apology of the Head of Administrative and Member Services for the administrative error that had led to the present situation, the Sub-Committee

Resolved

That a Sub-Committee be appointed to determine all matters relating to street trading consents in accordance with the Council's agreed procedures, the Sub-Committee to be known as the Street Trading Panel and to comprise 5 members – namely

Cllr D E Barnes
Cllr J M Dickson
Cllr D M Ford
Cllr K A Gibbs
Cllr Mrs J Helson

Meeting closed at 6 55pm

Chairman

Date

W. M. Stevenson
.....
16/12/99

ROCHFORD DISTRICT COUNCIL

Minutes of the Finance & General Purposes Committee

At a Meeting held on 12 October 1999 Present Councillors C R Morgan (Chairman), R Adams, D E Barnes, T G Cutmore, G Fox, Mrs J M Giles, Mrs H L A Glynn, D R Helson, Mrs J Helson, V H Leach, Mrs S J Lemon, T Livings, G A Mockford, Mrs W M Stevenson, Mrs M J Webster, P F A Webster, D A Weir and Mrs M A Weir

Apologies Councillors D F Flack and V D Hutchings

Visiting. Councillor J E Grey

392 MINUTES

The Minutes of the Meeting held on 20 July 1999 were approved as a correct record and signed by the Chairman, subject to Resolution 2 of Minute 324 being revised to refer to the Community Safety Sub-Committee and not the Corporate Resources Sub-Committee.

393. 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 items relating to Rayleigh Town Council by virtue of his being a Member of Rayleigh Town Council.

Councillors D R Helson and Mrs J Helson each declared non-pecuniary interests in the item on nominations to the Governing Body of SEEVIC College by virtue of being parents of a college student

Councillor R E Vingoe declared an interest in the item relating to application for waiver of Street Trading consent fees, Christmas Lights, Spa Road, Hockley by virtue of his being a Member of Hockley Parish Council.

394. MINUTES OF THE URGENCY SUB-COMMITTEE

The Committee received the Minutes of the Meetings of the Urgency Sub-Committee held on 29 July, 9 September and 20 September 1999

With regard to Minute 10, it was noted that the Capital Programme figure relating to the Authority's qualified bid in relation to a high diversion trial was £100,000.

395 RECOMMENDATIONS OF PARENT COMMITTEES

The Committee considered the recommendations of the Parent Committees

Committee

Date

COMMUNITY SERVICES

16 September 1999

Minute 351 Relating to Minute 70 of Housing Management Sub-Committee – Housing Capital Programme

Resolved

(1) That the revised capital programme as set out at Appendix 1 to the Housing Management Sub-Committee Minutes, be approved, with the underspend of £108, 200 being applied as follows:-

£22,200 to balances
£6,000 for the Millbourne Court door entry system
£80,000 for the Tunstall Call System.

(2) That the element of the Housing Investment Programme Bid relating to repairs and improvements to council housing stock be on the basis set out at Appendix 2 to the Housing Management Sub-Committee Minutes (HRHM)

Minute 351 relating to Minute 72 of Housing Management Sub-Committee – Housing Revenue Account Repairs and Maintenance Budget

Resolved

(1) That the current year budget for repairs and maintenance be made up as follows:-

Description	£	£
Planned Services -- Service Contracts etc	88,000	
Cyclical Decorations and Repairs	141,000	
Warden Schemes – Internal Decorations	39,500	
Asbestos Works	14,700	
<hr/>		
Total Planned Repairs		283,200
Housing Repairs and Maintenance	491,800	
Internal Decorations – Void Properties	110,000	
Plant Replacement	15,000	
Adaptations for the Disabled	56,000	
Skip Hire 1,000		
<hr/>		
Total Responsive Repairs		683,800
Total Repairs Maintenance		967,000

(2) That Volume Statistics detailing the type and nature of works and order levels within each category be submitted to the next meeting of the Housing Management Sub-Committee.

(3) That the Head of Revenue and Housing Management reports on spending within each budget item on a quarterly basis. (HRHM)

Minute 355 – Housing Capital Programme

Resolved

That the revised Housing Capital Programme for 1999/2000 be approved. (HFS)



Minute 359 – Mechanical Works at the Mill Hall

Resolved

That the cost of Building Management System replacement be met from a virement of money set aside for Clements Hall Special Items to Mill Hall Special Items. (HLCS)

Minute 360 – 57 South Street, Rochford

NOTE Councillor C R Morgan declared an interest in this item by virtue of his spouses work with the youth service.

Whilst accepting the decision of the Community Services Committee, Members felt that further information on the specific funding requirements (start-up and on-going) would be appropriate. The Head of Leisure and Client Services responded to Member questions on the background to proposal formulation.

On a Motion moved by Councillor P F A Webster and seconded by Councillor Mrs J Helson it was,-

Resolved

That consideration of the additional funding relating to this project be referred to Full Council for decision. (HLCS)

Minute 363 – House Condition Survey

Resolved

That the sum of £35,000 be included within the draft 2000/2001 estimates for a house condition survey. (HHHCC)

Minute 365 – Tender Returns – Play Spaces Rolling Programme

It was agreed that the recommendation relating to this Minute be considered later in the Meeting in tandem with the confidential report of the Head of Leisure and Client Services

Minute 368 – Unfit House

Resolved

That home repair assistance of up to £4,000 be funded from the Private Sector Renewal Budget. (30332)(HHHCC)

Minute 371 – Replacement of Vehicle 710

It was agreed that the recommendation relating to this Minute be considered later in the Meeting in tandem with the confidential report of the Head of Leisure and Client Services



396 **MINUTES OF SUB-COMMITTEES, WORKING GROUPS AND PANELS**

- (i) **PARTNERSHIP SUB-COMMITTEE** 21 July 1999
(ESSEX LINKS)

The Minutes of the Partnership Sub-Committee were received.

- (ii) **MILL HALL COMPLEX WORKING PARTY** 22 July 1999

The Minutes of the Working Party were received

- (iii) **COMPULSORY COMPETITIVE TENDERING** 29 July 1999
PANEL

Minute 70 – Contract Monitoring

Resolved

That reports, including full costs, be presented to an Autumn Meeting of the Compulsory Competitive Tendering Panel examining -

(1) Current arrangements with regard to Contract Monitoring, in particular the proposal that appropriate tasks currently being carried out by the Assistant Contract Inspectors could be transferred to other contractors.

(2) Arrangements for monitoring following the renewal of contracts in 2001, including the possibility of zoning the District (HLCS)

- (iv) **MEMBER BUDGET MONITORING GROUP** 24 August 1999

Minute 29 – Leisure Services – Budget

Resolved

That Officers include all possible options during initial discussions with the current leisure contractor about the former Sports and Social Club building. (HFS)

Minute 30 – Mill Hall – Mechanical Works

Resolved

(1) That the Community Services Committee be advised that the £50,000 saving associated with repair work to the Clements Hall roof should be earmarked for work to the building management system at the Mill Hall.

(2) That the installation of air conditioning in the Mill Hall building be categorised as desirable and included in the capital programme for future consideration. (HLCS)

Minute 31 – Capital Programme



Resolved

- (1) That the current freeze on private sector renewal grants be maintained pending a review of policy by the Community Services Committee
- (2) That the provision for private sector renewal grants in the draft Capital Programme for 2000/01 be set at a level which achieves a similar cost to the Council as in the current year. (HFS)

Minute 32 – Housing Revenue Account Budget

Resolved

- (1) That the Housing Management Sub-Committee determine the works to be funded from the Repairs and Maintenance Budget (HFS)
- (2) That the draft estimates for 2000/2001 be presented to the Housing Management Sub-Committee on 16 December 1999 to enable the rent increase to be considered (HFS)
- (3) That a report be prepared on petitions to the Council in order to improve the process (HAMS)

Minute 33 – General Fund – Revenue Budget

Resolved

- (1) That the Finance & General Purposes Committee authorise the appropriate virements in respect of the expenditure in excess of £5,000 or the income deficiencies of more than £5,000 as set out below -

Expenditure in excess of £5,000

<u>Item</u>	<u>£</u>
Contract Payment – Refuse Collection	8,100
Public Conveniences – Water/Sewerage	6,600
Clements Hall Repairs and Maintenance	25,200
Office Telephones	9,400
Staff Advertising	17,600

Income deficiencies of more than £5,000

<u>Item</u>	<u>£</u>	
Planning Services – Planning Fees	15,500	
Recharge to Capital	10,000	1090

Benefits – administration grant	15,500
Net External finance	19,300



(2) That the estimates preparation timetable be approved

(3) That Officers report as soon as practicable on the possibilities with regard to achieving a series of target reductions of up to 10% in the Council's budget. (HFS)

(4) That, to facilitate workload planning, provision be made to enable the Member Budget Monitoring Group to meet weekly on Thursdays between 6pm and 7.15pm, commencing 16 September 1999. (HAMS)

Minute 35 – Planning Appeal Costs

Resolved

That the Head of Legal Services settles the cost claims relating to Cases 1, 3, 4 and 6 as outlined in the report included as a confidential appendix to the signed copy of the Minutes, subject to the determination of the Judicial Review in respect of Case 4 and further negotiations and receipt of adequate details to support the claims in respect of Cases 3 and 6.

(v) **MEMBER BUDGET MONITORING GROUP** 16 September 1999

Minute 38 – Asset Review

Members received the addendum report of the Corporate Director (Law, Planning and Administration) confirming that a quotation had been received from FPD Savills Property Consultants to provide advice and valuation of the Council's leisure assets at a fee of £1,154 plus VAT.

Resolved

That the Council's Valuer, FPD Savills, be instructed to provide advice and valuation of the real property included in the Leisure Contract at a fee of £1,154 plus VAT (CD(LPA))

Minute 41 – Asset Review – Non Leisure Sites

The Committee concurred with the view of the Chairman that land at Tylney Avenue, Rochford, should be the subject of a site visit in the first instance.

Resolved

(1) That the Head of Legal Services be authorised to take all necessary action to dispose of the following sites by sale on the open market through local agents -

- (i) land at Hambro Hill, Rayleigh
- (ii) 125 High Road, Rayleigh
- (iii) land at Malvern Road, Ashington

- (2) That land at Coventry Hill, Hullbridge, be offered for sale to the current leaseholder, subject to a clause providing for betterment value should the current use change. (HLS)

(vi) MEMBER BUDGET MONITORING GROUP 20 September 1999

Minute 44 – Proposed Bid for a High Diversion Recycling Trial in Rayleigh – Financial Issues

It was noted that the recommendations under this Minute had been dealt with by the Urgency Sub-Committee.

(vii) PARTNERSHIP SUB-COMMITTEE 21 September 1999
The Minutes of the Partnership Sub-Committee were received

(viii) STRUCTURAL & PROCEDURAL REVIEW 28 September 1999
WORKING GROUP

Minute 49 – The Modernising Agenda – New Political Structure

Resolved

- (1) That the Chief Executive report to an Extraordinary Meeting of Full Council in November 1999 on a possible new political structure for the Council, to be trialled for one year on the following basis:-

- (i) Development of the role of Full Council
- (ii) The abolition of Service Committees.
- (iii) The rationalisation of Sub-Committees, Panels and Working Groups.
- (iv) A combination of scrutiny and probity roles within the revised structure
- (v) A review of Members' allowances and administration support arrangements (CE)

- (2) That the Corporate Director (Law, Planning & Administration) produce for Council on 19 October 1999 a protocol for the operation and management of Working Groups, Working Parties and Panels (CD(LPA))

The Chief Executive advised that the Extraordinary Meeting had now been scheduled for 23 November 1999

Minute 50 – Urgency Sub-Committees

Recommended

- (1) That Standing Order 15(1) be amended by the addition of the following after the words "Members are present": "save that, in the case of Urgency Sub-Committees, three voting Members must be present".

- (2) That Standing Order 17 be amended by the addition of a new clause (3) to read "when reaching any decision, all three Members of the Urgency Sub-Committee must give their signed consent to such decision. This consent to be retained with the signed copy of the Minutes of the meeting. In the event that consent is not provided by all three Members, the matter under debate be referred to the Sub-Committee's Parent Committee for determination" Existing clause (3) to be renumbered (4)

CR 4

(ix) CORPORATE RESOURCES SUB-COMMITTEE 28 September 1999

Minute 258 – East of England Development Strategy

Resolved

That the Sub-Committee receives a presentation by a representative from the East of England Development Agency at the earliest opportunity, to assist with the preparation of the Council's response to the consultation draft Strategy (HCPI)

Minute 260 – Application for Waiver of Public Entertainment Licence Fees, Rayleigh Town Council – Millennium Celebrations

Resolved

That a full waiver of the fee due for a public entertainment licence for the Millennium Celebrations planned by Rayleigh Town Council be granted (HHHCC)

Minute 261 – Joint Management of King George's Playing Field, Rayleigh

A number of Members expressed concern that, in terms of control, proposals did not provide for an equal relationship between the Town and District Council. Other Members commented that any disagreement in this area was likely to be extremely rare.

On a Motion Moved by Councillor D A Weir and seconded by Councillor G Fox relating to the recommendations in the Minute and a further Motion moved by Councillor C R Morgan and seconded by Councillor R E Vingoe relating to policy re-affirmation it was:-

Resolved

(1) That Rayleigh Town Council be invited to become a Joint Trustee of the King Georges Playing Field, Rayleigh, but that the District Council should retain control under the terms of the constitution of the Trust

(2) That the Charity Commission be requested to create a scheme and that a formal constitution for the Trust be prepared accordingly.

(3) That a further report on the management arrangements for the Trust be made to the Sub-Committee in due course

(4) That, should Rayleigh Town Council not proceed on the basis of (1) above, the Council reaffirm its policy (Minute 160/98) to transfer King Georges Playing Field, Rayleigh to Rayleigh Town Council subject to the consent of the Charity Commission (CD(LPA))

Minute 262 – Training Access Point for Rochford Town Centre

Resolved

(1) That the proposal to locate a Training Access Point in Barclays Bank, Rochford be endorsed.

(2) That formal thanks be sent to Barclays Bank for their commitment to Community Development. (HCPI)



Minute 263 – IT Progress Report

Resolved

That a report be presented to a future meeting of the Sub-Committee, as a matter of urgency, concerning the background to the revenue expenditure associated with achieving year 2000 IT compliance and identifying possible solutions to potential future problems (CE)

Minute 264 – Millennium Clock, Rayleigh

In accordance with Sub-Committee wishes, Minute 264 was referred direct to Full Council.

Minute 265 – Rochford District Council Time Capsule

Resolved

(1) That a burying ceremony for the Rochford Millennium Capsule be organised to take place in January or February 2000

(2) That a group of Councillors, to comprise the Chairman and Vice-Chairman of the Council and one Member from each Group, be established to consider the detailed contents of the Time Capsule. (HTPI)

Minute 266 – Training for Members

The Committee recognised the value of training for all Members of the Council whenever appropriate. The Chief Executive confirmed that he was intending to build into the Council meeting timetable refresher training for Councillors in the period immediately following Annual Council.

Resolved

(1) That the invitation from the Association of Essex Councils to send delegates to forthcoming Member development events on 19 October and 18 November be accepted, and that Group Leaders be asked to nominate a Member to attend the two events

(2) That attendance at these courses be designated as an approved duty for the payment of Member allowances (HAMS)

Minute 267 – Projection Equipment for the Council Chamber

Resolved

That the Corporate Director (Law, Planning and Administration) be requested to prepare a specification and arrange demonstrations of new presentation equipment for the Council Chamber (HAMS)



Minute 268 – Scheme of Delegations to Officers

Resolved

That the revised scheme of delegations to Officers, as appended to the Sub-Committee Minutes be approved (CD(LPA))

Minute 270 – 128 High Street, Great Wakering

Resolved

That the Head of Legal Services:-

- (i) Obtains a market rental for a short Lease for a term of 14 years.
- (ii) Completes a new Lease on similar terms to the current lease and such other terms as the Head of Legal Services thinks fit, the Lessee being responsible for the Valuers' costs including VAT and the legal costs of the Head of Legal Services. (HLS)

Minute 271 – Millennium Working

Resolved

- (1) That the sheltered housing scheme wardens be offered a one-off Millennium standby payment of £100 over the four day period. (CE)
- (2) That a report concerning the conditions of service and working practices of the sheltered housing wardens be presented to a future meeting of the Sub-Committee (HAMS)

Minute 272 – Chief Officers' Remuneration

Resolved

That the Chief Executive and Personnel Manager be requested to jointly conduct the review of Chief Officer remuneration and develop proposals for the consideration of the Sub-Committee. (CE)

Minute 273 – Mill Hall Complex – Proposed Education Centre – Additional Land

Resolved

That the additional parcel of land shown on the plan attached to the signed copy of these minutes is included in the lease on the same terms and conditions as that authorised under Minute 249/99. (HLS)

(x) **MEMBER BUDET MONITORING GROUP**

30 September 1999

Minute 47 – Budget Strategy



Resolved

That Officers be authorised to consult the current leisure contractor (on a “without prejudice” basis) and the Council’s external auditors on the possibilities with regard to structuring an arrangement which could deliver Best Value but remove costs from the Council’s Leisure Services activity (CMB)

397 DRAFT CORPORATE PLAN

The Committee considered the report of the Chief Executive seeking comment on and approval of the draft Corporate Plan prior to consultation on its content.

Responding to Member questions, the Chief Executive indicated that:-

- the plan was a three year working document
- the Safer and Caring Community Section could include reference to the Council’s working relationships with other agencies in addressing domestic violence
- the reference to continuing to promote a programme of Town Centre enhancements in the District could be expanded to reflect past Council decisions in terms of a town centre improvement rolling programme
- reference to employment training and advice could be expanded to include reference to the involvement of Secondary Schools in the wider education and training arena
- reference to reviewing the Committee system does not commit the Council to any specific direction in terms of what political structure should be implemented

Members agreed that it would be appropriate for the documentation to indicate that the Council would endeavour to ensure leisure provision in the District is appropriate to the needs and aspirations of the local community. It was important to ensure that the document only included a commitment to work completion dates where these had been clearly agreed. Unnecessary jargon should be avoided.

Resolved

That, subject to the above comments, the Draft Corporate Plan be approved for consultation purposes as set out in the report (CE)

398. BEST VALUE – ROLLING PROGRAMME OF SERVICE REVIEWS

The Committee considered the report of the Chief Executive on Best Value – the rolling programme of services reviews, together with an Addendum report on the two key Government draft Consultation Papers recently produced in connection with Best Value legislation.

During debate, particular concern was expressed at the potential resource impact of the proposed programme, particularly given the Council’s financial position and the absence of financial assistance from the Government.

Responding to Member questions, the Chief Executive referred to the work of the Compulsory Competitive Tendering Panel, which covered areas within the Best Value programme, and to current budgetary objectives. He confirmed that there appeared to be a need for the Council to



specifically budget for public consultation purposes given that it was particularly important to address those areas involving customer satisfaction performance indicators. Such a budgetary commitment would need to be on a year on year basis rather than one off. The officer structure already provided for a split between the probity and process review aspects of Best Value work. Officers could certainly review current programme proposals with a view to further streamlining where possible. A motion was moved by Councillor Mrs H L A Glynn and seconded by Councillor V H Leach regarding a communication with the Secretary of State for the Environment, Transport and the Regions.

Resolved

- (1) That the content of the Chief Executive's report on the Government Consultation Papers "Implementing Best Value – Consultation Paper on Draft Guidance" and "Performance Indicators for 2000/01 – A Joint Consultation Document" be noted.
- (2) That, subject to the comments above, the programme of Service Reviews, as set out in the Appendix to the Chief Executive's report, be noted with a revised more streamlined programme reported back in due course.
- (3) That a letter sent to the Secretary of State for the Environment, Transport and the Regions expressing this Council's concern about being able to resource Best Value and enquiring as to financial assistance available from the Government to help the Council respond to requirements. (CE)

399 BEST VALUE – CONSULTATION

The Committee considered the report of the Chief Executive estimating the likely resource implications of the consultation requirement outlined under the Best Value legislation.

Resolved

That consideration be given to the inclusion of up to £50,000 within the estimates for 2000/01 to fund the public consultation initiatives in connection with the Best Value legislation. (CE)

400. COMMUNICATIONS AND MEDIA STRATEGY

This item was withdrawn from the Agenda

401 THE ESSEX APPROACH – NEXT STEPS. DESIGNING A 21ST CENTURY COUNTY COUNCIL

The Committee considered the report of the Chief Executive on the new political structure proposed for the County Council and the County's strategic documents. The Essex Approach and Council Policies.

Members raised concern about aspects of the Cabinet system, particularly the dangers of an executive operating in private session. The value of full transparency on the decision making process together with recognition of the equality between Councillors was highlighted

The Committee was pleased to see Policy objectives 2.10 (relating to green belt protection) and 2.13 (relating to waste disposal)

Resolved

That the above comments, together with those outlined in the Chief Executive's report, be this Council's response to the County Council on proposals for change to that Council's political structure and strategic policy aims (CE)

402. PERIODIC ELECTORAL REVIEW

The Committee considered the report of the Head of Administrative and Member Services providing information on the forthcoming review of the District Council's electoral arrangements.

Responding to Member questions, the Head of Administrative and Member Services advised that the District would have to undertake consultation on proposals (which could be achieved via Rochford District Matters) and that the Local Government Commission had indicated that revised arrangements would be implemented at whole Council elections in May 2002

Resolved

(1) That an Electoral Review Working Group be established comprising the leaders of political groups (or their nominees) on the Council, the Chief Executive, the Corporate Director (Law, Planning and Administration) and the Head of Administrative and Member Services, the terms of reference of the group to be "to consider and make recommendations to Full Council on all matters arising from the periodic review of District electoral arrangements".

(2) That attendance at meetings of the Working Group be made an approved duty for the payment of the full range of Member allowances (HAMS)

403. BLATCHES FARM

The Committee received and noted the report of the Head of Administrative and Member Services providing an update on the work of the Blatches Farm Working Party.

404. ESTABLISHING THE EAST OF ENGLAND LOCAL GOVERNMENT CONFERENCE AS A REGIONAL GROUPING OF THE LOCAL GOVERNMENT ASSOCIATION

The Committee considered the report of the Chief Executive on whether an approach should be made to the Local Government Association requesting formal recognition by the Association of the East of England Local Government Conference as a regional grouping.

Members did not feel that establishment of this regional grouping would be appropriate and-

Resolved

That the request to establish the East of England Local Government Conference as a regional grouping of the Local Government Association be not supported. (CE)

405. NOMINATIONS TO THE GOVERNING BODY OF SEEVIC COLLEGE

The Committee considered the report of the Chief Executive on an approach which had been made by SEEVIC College seeking a nomination from the Authority to serve on its Governing Body

Resolved

That this matter be determined at Full Council to enable consideration by all Members (CE)

406. APPOINTMENT OF MEMBER TO ENHANCING LOCAL DEMOCRACY STEERING GROUP

The Committee considered the report of the Head of Administrative and Member Services on the appointment of a Member to the Enhancing Local Democracy Member Steering Group.

On a Motion moved by Councillor D E Barnes and seconded by Councillor V H Leach, it was:-

Resolved

That the Chairman of this Committee, Councillor C R Morgan, be appointed to the Steering Group. (HAMS)

407. TOWN CENTRE NOTICE BOARD, RAYLEIGH

Resolved

That the report of the Head of Corporate Policy and Initiatives on the Town Centre Notice Board, Rayleigh be referred to Full Council for consideration. (HCPI)

408. BENEFIT COUNCIL TAX NATIONAL NON-DOMESTIC RATES AND SUNDRY DEBTORS – WRITE-OFFS

The Committee considered the report of the Corporate Director (Finance and External Services) on cases of benefit, Council Tax, National Non-Domestic Rates and Sundry Debtor Write-Offs

Resolved

- (1) That the items written-off under the Corporate Director's delegated authority be noted.
- (2) That the items shown in Appendix B of the report (attached to the signed copy of these minutes) be now written-off in the accounts of the Authority (HRHM/HFS)

409. CONTRACT STANDING ORDERS – MONITORING REPORT

Pursuant to Standing Order 22 4, the Committee received and noted the report of the Head of Financial Services dealing with orders placed by the Financial Services Division

410. APPLICATION FOR WAIVER OF STREET TRADING CONSENT FEES – CHRISTMAS LIGHTS, SPA ROAD, HOCKLEY – SATURDAY 27 NOVEMBER 1999. (Minute 439/98)

NOTE: The Chairman admitted this item of business as urgent to enable the application to be determined before the event takes place.

The Committee considered the report of the Head of Housing, Health and Community Care on the need to determine an application for the waiver of street trading consent fees for Hockley Parish Council's Christmas lights switch on event.

Resolved

That a full waiver of the street trading consent fee due in respect of the Hockley Parish Council Christmas lights switch on event on Saturday 27 November 1999 be granted. (HHHCC)

411. EXCLUSION OF THE PUBLIC

Resolved

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following item of business on the grounds that they involve the likely disclosure of Exempt Information as defined in Paragraphs 7 and 9 of Part 1 of Schedule 12A of the Act.

412. PAPER RECYCLING CONTRACT (Minute 378/99)

NOTE: The Chairman admitted this urgent item of business as urgent as the present contract expired at the end of October 1999 and alternative collection arrangements needed to be put in place

The Committee considered the confidential report of the Head of Housing, Health and Community Care setting out the options and costs for the collection of waste paper for recycling from the Council's paper recycling banks.

Responding to Member questions, Officers indicated that:-

- Provisional estimates had been indicative figures only obtained from the current service provider.
- The Council could engage a collection contractor and still use the wheeled bins free of charge.
- Work should continue towards integration with the waste management contract.

On a motion moved by Councillor V H Leach and seconded by Councillor D E Barnes it was:-


Resolved

(1) That Castle Point Borough Council be contracted to empty 1100 litre paper banks for the period 1 November 1999 to 31 March 2000 at the rate specified in the report (which is attached as a confidential appendix to the bound copy of these minutes)

(2) That the Head of Housing, Health and Community Care be authorised to enter into a 5 year contract with Aylesford Newsprint Limited for the provision and emptying of FEL paper banks from 1 November 1999 in accordance with the provisions outlined in the report to the Transportation and Environmental Services Committee on 23 September 1999.

(3) That the cost of emptying the FEL paper banks of £3,200 in the current financial year be met from current budgets and that provision of £7,500 be made in the 2000/01 estimates

(4) That the cost of emptying the 1100 litre paper banks of £3,600 in the current financial year be met from current budgets and that provision of £8,000 be made in the 2000/2001 estimates.



(5) That third party recycling credits for FEL containers continue to be paid at a figure which represents the difference between the cost per tonne to the Council and the County recycling credit payment, and that payments in respect of 1100 litre sites be discontinued, with appropriate explanation to the third parties in both cases. (HHHCC/HFS)

413. TENDER RETURNS – PLAYSPLACE ROLLING PROGRAMME – ADDENDUM REPORT

The Committee considered the confidential addendum report of the Head of Leisure and Client Services providing additional information on the tender returns for the playspaces rolling programme and pricing.

Responding to Member questions, the Head of Leisure and Client Services advised on the background to current figures. The Committee endorsed the view of a Member that financial figures should always be provided in as clear a form as possible. It was also agreed that, should the Tylney Avenue Playspace be not included this time, it should be considered in future years.

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

Resolved

(1) That work be undertaken at the Pooles Lane, Doggetts and Hertford Close Play spaces and that the lowest tender for such work, submitted by Park Leisure Limited in the sum of £74,995 (less a £2,900 discount), be accepted.

(2) That consideration be given to the Tylney Avenue Play space at a future date (HLCS)

414. REPLACEMENT OF VEHICLE 710 – ADDENDUM REPORT

The Committee considered the confidential addendum report of the Head of Leisure and Client Services providing further details on the need to replace Council vehicle 710 (a 1 ton pick up truck).

The Corporate Director (Finance and External Services) confirmed that budget provision had already been made for replacement and it was -

Resolved

That the Council purchase a new 710 Nissan 1 ton 4 x 4 pick up on the basis of the quotation from Toomey Nissan in the sum of £12,659 plus tax and VAT (HLCS)

415. CARAVAN SITE LICENSING – OMBUDSMAN INQUIRY

The Committee considered the confidential report of the Head of Housing, Health and Community Care outlining the options available with regard to the Ombudsman's Inquiry into caravan site licensing.

Resolved

That a local settlement be reached in this matter on the lines suggested by the Ombudsman. (HHHCC)

Meeting closed at 11 00pm

Chairman
Date 30/10/95

ROCHFORD DISTRICT COUNCIL

Minutes of the Compulsory Competitive Tendering Panel

At a Meeting held on 13 October 1999. Present: Councillors Mrs J Helson (Chairman), and D E Barnes.

Apologies: Councillors V D Hutchings and P F A Webster.

Substitutes: Councillor R Adams.

74. MINUTES

The Minutes of the Meeting held on 29 July 1999 were approved as a correct record and signed by the Chairman.

75. EXCLUSION OF THE PUBLIC AND PRESS

In view of the need to discuss detailed proposals for inclusion in the Council's new I T contract, it was:

Resolved

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

76. I T CONTRACT

The Chairman explained that the purpose of the Meeting was to receive a presentation by representatives from Vantagepoint (the Council's I T consultant) regarding their proposed approach to the evaluation of the Council's I T contract and the tenders that would be received upon expiry of the existing contract on 31 March 2001. Mrs Lesley Hewitt and Mr Steve Watson, from Vantagepoint, were introduced and welcomed to the Meeting.

The presentation covered the following main points:

- (i) Vantagepoint's remit. This included developing the contract strategy; assisting in the preparation of the tender documentation; ensuring adherence to Best Value; and assistance with the evaluation of the tenders that would be submitted.
- (ii) Progress to date. So far, consultations had been held with the current contractor, their customers and monitors, and existing documentation had been reviewed.
- (iii) Key Issues. The Panel received details about five key issues:
 - Scope of contract, including the client/contractor roles; strategic responsibilities; new requirements; hours of service and length of contract; and contract packaging.
 - Client/Contractor relationship. A "partnership" approach was considered important, to allow opportunities for innovation and the development of new services.
 - Flexibility, to enable future developments to be met.

- Ownership of assets It would be necessary to determine whether it would be financially more advantageous to continue to retain, or transfer, ownership.
- Location of contractor, whether or not to continue with a presence on site

Members were informed about the timetable for renewal of the contract, which was likely to be as follows:

- Expressions of interest in submitting a tender to be received by 22 November 1999.
- Report to Finance and General Purposes Committee to confirm a shortlist of companies to be invited to submit a tender - 30 November 1999.
- Tender documents issued - December 1999.
- Identify a supplier, seeking Member approval as necessary, by the end of January 2000 if possible.
- Transfer period between the new contractor (if appropriate) and the present contractor: anticipated to take between 6 and 9 months, from Summer 2000.
- Present contract expires 31 March 2001.

The Panel then discussed the issues that they would wish Vantagepoint to investigate further, for inclusion in a report for a future Meeting, and from which recommendations could be made to the November Meeting of Finance and General Purposes Committee. These were as follows:-

- The basic principles, including the length, of the contract. This would include examination of the way in which the current contract operated, and the need, where appropriate, to revise existing practices.
- The likely cost and the level/quality of service required.
- Ways of achieving effective delivery of services.
- Facilitating access to information about the Council for the public and Members.
- The future split of responsibilities between the client side and the contractor.
- The advantages and disadvantages, and the practicability/possibility of preparing an "in-house" bid.
- An assessment of the preferred location for the contractors, whether on-site or off-site, or a combination of both.

Meeting closed at 4.35pm.

Chairman 

Date 28/11/99

ROCHFORD DISTRICT COUNCIL

Minutes of the Member Budget Monitoring Group

At an adjourned Meeting held on 14th October 1999. Present: Councillors D E Barnes (Chairman), C R Morgan, and P F A Webster

Apologies Councillor V H Leach

Substitute: Councillor Mrs J Helson

48 THE ESSEX ECONOMIC PARTNERSHIP – PRESENTATION

The Chairman introduced and welcomed to the meeting Mr Terry Conder, Chief Executive of the Essex Economic Partnership (EEP), who had been invited to give a presentation outlining the background to, remit of, and work undertaken by, the Partnership

Mr. Conder began by explaining that the fundamental aim of the Partnership was to improve the economy of Essex by co-ordinating the activities of a wide range of business-related organisations. They included those responsible for service delivery (such as County/District Councils, the Training and Enterprise Council (TEC), Business Link, the Regional Supply Network etc); co-ordinating organisations such as the Association of Essex Councils (AEC); and those bodies responsible for preparing regional strategies such as Go-East and the East of England Development Agency (EEDA)

He then provided the Group with more detail about the following areas:-

- EEP objectives, which included the creation of a strong diverse economy; a strong employment base generating high quality new job opportunities, a multi-skilled, well-motivated workforce, an attractive location for inward investment which included a pleasant, welcoming environment; and a reduction in economic disparity. It was explained that Essex was currently perceived to be lacking in many of these areas, and it was therefore vitally important to publicise and market potential investment sites as widely and effectively as possible. It was considered that the EEP was the organisation best placed to co-ordinate such activity County-wide, operating at a smaller scale than the EEDA.
- Task force priorities. The six main priorities were currently to attract inward investment; improving infrastructure and land availability, which included the development of a land rehabilitation programme; improving business competitiveness; enhancing the skills of the workforce; developing dynamic local economies, and maximising European opportunities. In respect of the second of these aims, the Group was interested to note that the Partnership had presented a submission promoting the upgrading of the A130, and Mr Conder undertook to provide Members with a copy of the report.
- The Measures of Success. These included GDP per head, average annual GDP growth rates which, in Essex, had risen rapidly within the previous year; numbers in employment, and unemployment levels.
- EEP Work in Progress. Members received details of a number of initiatives currently being undertaken. In reply to Member questions, Mr Conder advised that the EEP was intending to provide the accommodation for Town Centre management training, where tutors from a number of educational establishments could come together to provide a comprehensive training package. The courses would be funded by the private sector. It was intended that a regular Essex-wide publication on key economic issues would be produced, to be subsidised initially by the EEP and then subsequently by private sector sponsorship. It was recognised that the EEP's location in Chelmsford could be perceived as somewhat remote, and detached, from the economic issues faced by South-East Essex, but the close level of partnership that was sought between the community, voluntary, public and private sectors

was considered to be a way of overcoming any geographical separation.

- Major achievements. The Group was informed of a number of significant achievements in 1998/99. In response to Member questions, Mr Conder advised as follows:
 - The Partnership's current legal status was that of an unincorporated association, which enabled it to conduct most of the activities carried out by a business. As required, it was currently underwritten by other bodies whose assets were greater (Essex County Council and TEC) but it was hoped to achieve limited company status as soon as practicable.
 - The Partnership's Board currently comprised 14 members split equally between the public and private sectors, with the former being appointed by the AEC. Members were informed of the Partnership's funding arrangements and noted the inequality of the contributions from the public and private sector; the three year budget plan aimed, however, to redress this imbalance. The EEP could be requested to intervene at any tier – County, District or Town Council – to address economic issues/problems and Members indicated their intention to raise with the Partnership matters of local concern from across the District.

In concluding the presentation, Mr Conder outlined briefly a number of areas for further attention by the EEP. These included the need to achieve unanimity on the best way of establishing an organisation to represent the interests of small businesses prior to a bid to Central Government for funding, an assessment of the "brain drain" effect and possible solutions, and the need to establish a learning and skills council after TEC ceases operation. The Partnership would also be contributing significantly to the South East Essex Strategy.

The Group agreed that the presentation had been highly informative, and the Chairman thanked Mr Conder for his attendance.

49. PERTINENT/URGENT BUSINESS

Car Parking Charges

NOTE: The Chairman agreed to admit this report on the grounds of urgency, in that the Group's recommendations were required to be submitted to the next Meeting of Transportation Sub-Committee.

The Group received the report of the Head of Revenue and Housing Management which outlined a proposed Car Parking strategy and charging policy, but agreed that, in view of the limited time available, it would be considered fully at a re-convened Meeting of the Working Group, to be held on Thursday 21 October 1999.

50. EXCLUSION OF THE PUBLIC AND PRESS

Resolved

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

51. COMPULSORY PURCHASE OF 35, 37 AND 39 WEST STREET, ROCHFORD

The Working Group considered the confidential joint report of the Head of Legal Services and Head of Corporate Policy and Initiatives concerning the future of 35, 37 and 39 West Street.

Members were reminded that, in December 1996, the Finance and General Purposes Committee resolved that a Compulsory Purchase Order be served with the intention of the Council

acquiring these properties for the purpose of repair (Min. 575/96). The service of the Compulsory Purchase Order was however made conditional upon the securing of a third party willing to enter into a "back-to-back deal" with the Council to acquire and repair the buildings. It was necessary to proceed in this way to ensure that this action would not place any drain on the Council's financial resources. After a prolonged process of attempting to secure private sector interest in the project only two positive approaches had been identified, one from Spurdawn Investments Ltd and one from The Southend and District Building Preservation Trust Ltd, details of which were appended for Members' reference.

The Group gave preliminary consideration to a number of possible options, and their financial implications, and agreed that, in view of the limited time available, the report be noted and considered again in more detail at the Group's re-convened meeting on 21 October 1999.

52. LT. CONTRACT

The Chairman reported orally on the confidential presentation and discussion that had taken place at the Meeting of the Compulsory Competitive Tendering Panel on 13 October 1999, concerning detailed proposals for inclusion in the Council's new LT. contract.

It was agreed that the Meeting be adjourned until 6 00pm on Thursday 21 October 1999 for further consideration of the issues outlined in Minutes 49 and 51 above

The Meeting adjourned at 8 10pm.

ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At a Meeting held on 19 October 1999. Present: Councillors D R Helson (Chairman), R Adams, R S Allen, G C Angus, D E Barnes, T G Cutmore, J M Dickson, D M Ford, Mrs J E Ford, G Fox, Mrs J M Giles, Mrs H L A Glynn, Mr J E Grey, Mrs J Hall, N Harris, Mrs J Helson, A Hosking, Mrs A R Hutchings, V D Hutchings, C C Langlands, V H Leach, Mrs S J Lemon, T Livings, G A Mockford, C R Morgan, R A Pearson, P D Stebbing, 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, P A Beckers, K A Gibbs and Mrs W M Stevenson.

Prior to the commencement of the Meeting, Members stood in silence in memory of former Councillor W H Budge, who had served on the Authority for three terms of office from 1978 and had been a Chairman of the Council.

416. MINUTES

Resolved

That the Minutes of the Meeting held on 27 July 1999 and Extraordinary Meeting held on 4 August 1999 be approved as correct records and signed by the Chairman

417. MEMBERS' INTERESTS

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

- i). Councillor D E Barnes declared a non pecuniary interest in items relating to Rayleigh Town Council by virtue of Town Council membership.
- ii). Councillors J M Dickson, D M Ford, Mrs J E Ford, Mrs M S Vince, D A Weir and Mrs M A Weir each declared non pecuniary interests in Finance and General Purposes Committee Minute 395 relating to 57 South Street, Rochford by virtue of their role as Parish Councillors.
- iii). Councillor Mrs E M Hart declared a non pecuniary interest in Finance and General Purposes Committee Minute 404 by virtue of Membership of the Regional Assembly.

418 CHAIRMAN'S ANNOUNCEMENTS

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

- The Great Wakering Playscheme (over 1000 children attended activities during the week).
- The Teenex Peer Education Camp organised by Roger Hill, the Council's Assistant Community Safety Officer
- The South East Region Top Team Competition which took place at Clements Hall and included poolside management and life-saving.
- Involvement with the launch of the South East Essex Business Enterprise Agency Business Awareness Event.

The Chairman extended thanks to both his Chaplain and Members for their attendance at the Civic Service and reminded Council of the charity event on 13 November in aid of the Leukaemia Unit Appeal.

419 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	29 July 1999	332 – 337
PLANNING SERVICES	2 September 1999	341 – 346
COMMUNITY SERVICES	16 September 1999	347 – 371
TRANSPORTATION & ENVIRONMENTAL SERVICES	23 September 1999	372 – 378
AUDIT SERVICES	29 September 1999	379 – 384
PLANNING SERVICES	30 September 1999	385 – 391
FINANCE & GENERAL PURPOSES	12 October 1999	392 – 415

Minute 395 – Recommendations of Community Services Committee – 57 South Street, Rochford (Minute 360)

Members considered Community Services Minute 360 in tandem with an Addendum Report of the Head of Leisure and Client Services providing further information on the specific funding requirements.

During debate, a Member referred to the value of ensuring that future budgets for this type of project are set at an appropriate level in the first instance.

The Corporate Director (Finance & External Services) reported on a recent Meeting of the parties involved in the 57 South Street project at which Rochford Parish Council had indicated that the Parish would be able to fund furniture requirements. The County Youth Service had indicated that it was prepared to increase staffing provision and had appointed a Project Steering Officer on 11 October.

Responding to comment about the importance of ensuring County Officer involvement was for the duration of the project, the Chairman indicated that this aspect would form part of the Project Management Agreement.

On a Motion moved by Councillor C R Morgan and seconded by Councillor D E Barnes, it was

Resolved

That the additional project funding in respect of the agreed revenue costs be met from the Community Safety Budget. (HLCS)



Minute 396 – Minutes of the Structural & Procedural Review Working Group – Urgency Sub-Committees (Minute 50)

Resolved

(1) That Standing Order 15(1) be amended by the addition of the following after the words "Members are present". "save that, in the case of Urgency Sub-Committees, three voting Members must be present".

(2) That Standing Order 17 be amended by the addition of a new clause (3) to read "when reaching any decision, all three Members of the Urgency Sub-Committee must give their signed consent to such decision. This consent to be retained with the signed copy of the Minutes of the meeting. In the event that consent is not provided by all three Members, the matter under debate be referred to the Sub-Committee's Parent Committee for determination". Existing clause (3) to be renumbered (4)

Minute 396 – Minutes of Corporate Resources Sub-Committee –Millennium Clock, Rayleigh (Minute 264)

Minute 264 had been referred direct to Full Council

The Corporate Director (Finance and External Services) confirmed that, further to decisions made at the Finance and General Purposes Committee, no contingency funds were available so funding would need to be from balances in the first instance

During debate of the recommendation under Minute 264, some Members felt that expenditure on a clock crest would be wasteful of resources, particularly as sponsorship financing had already been achieved for other aspects of the Town Council's proposals. Other Members referred to the value of the proposed clock as a centre piece for the town which could for many years remind people of the significance of the Millennium and the presence of the District Council within the community

On a motion moved by Councillor D E Barnes and seconded by Councillor V H Leach it was -

Resolved

That £850 be contributed from balances towards the cost of installing the Council's crest on the Rayleigh Millennium Clock. (HCPI)

Minute 405 – Nominations to the Governing Body of SEEVIC College

Resolved

That Officers approach the feeder schools to SEEVIC College with a view to ascertaining whether they would wish to appoint a representative to fill this position. (CE)

Minute 407 – Town Centre Noticeboard, Rayleigh

The Corporate Director (Finance and External Services) confirmed that expenditure on this item would need to be from balances.

Some Members questioned the demand for such a noticeboard and commented that many Parishes made their own arrangements for provision. Other Members emphasised that recommendations had emanated from a District Council Working Party and that a town centre noticeboard would be a useful tool for both Councils and voluntary organisations.

Resolved

That, subject to a one third contribution from Rayleigh Town Council, a new noticeboard be purchased for Rayleigh Town Centre at a cost to the District Council of £1,500 (HCPI)

420. NOTICES OF MOTION

i). From Councillors V H Leach, Mrs H L A Glynn and B R Ayling.

The Proper Officer reported that the following Notice of Motion had been received from Councillors V H Leach, Mrs H L A Glynn and B R Ayling -

“Council requests that the area in Hawkwell East bounded by Rectory Road, Clifton Road, Rectory Avenue and Ashingdon Road be considered as a twenty miles per hour zone on the grounds that the street within those confines, including Rectory Avenue and Clifton Road, are often used as “rat runs” to the risk and detriment of local residents”

Resolved

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

ii) From Councillors Mrs H L A Glynn and V H Leach.

The Proper Officer reported on a Notice of Motion received from Councillors Mrs H L A Glynn and V H Leach relating to the Hawkwell East Recycling trial

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

In addressing the motion, Councillor Mrs H L A Glynn commented on the high level of questionnaire returns already received and expressed the hope that as many Councillors as possible would be able to attend the forthcoming public meeting.

Responding to Member questions, the Head of Housing, Health and Community Care confirmed that:-

- the operation of the Hawkwell East trial was innovative
- Officers had already commenced an analysis of returned questionnaires. It was proposed to report to the Transportation and Environmental Services Committee in November on questionnaire results and the outcome of the public meeting.
- It would be possible to give some indication of questionnaire results at the public meeting.
- Officers were consulting the County Council about options with regard to collection methods for green waste and that it would be helpful to keep options flexible at present

On a motion moved by Councillor Mrs H L A Glynn and seconded by Councillor Mrs V H Leach it was:-



Resolved

- (1). That results of the Hawkwell East Recycling Trial questionnaire be made available to the public meeting to be held on 27th October 1999
- (2) That, if the outcome of the questionnaire shows that there is an inadequate capacity for the residents' waste, then this Council should.-
 - (i) Provide large households (i.e. those which comprise of six or more people) with an extra small grey bin.
 - (ii) Introduce a fortnightly collection of green waste using the most appropriate method

The above to be funded from the money set aside from the trial which is scheduled for Rayleigh.

- (iii) **From Councillors P F A Webster, K A Gibbs, R Adams, J E Grey, T Livings, G A Mockford and Mrs M J Webster.**

The Proper Officer reported on a Notice of Motion received from the above named Councillors relating to the Council's political structure when decisions were made on the leisure contract.

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

During consideration some Members made reference to specific statements which had been made during debate at a previous meeting. Other Members felt it both inappropriate and against the spirit of the decision making process to make specific references to earlier Member statements on occasions when those Members are not present.

An amendment to the motion, moved by Councillor D E Barnes and seconded by Councillor V H Leach was agreed and it was:-

Resolved

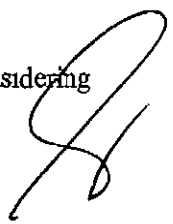
That Council notes that:-

- 1) The granting of pricing freedom for the leisure contract was agreed at the Council meeting on 17 December 1991. The political structure of the Council was then:-

Liberal Democrat	19
Conservative	11
Labour	8
Hockley Residents Association	2
- 2) The extension of contracts, including the leisure contract, was agreed at the meeting of the Council held on 13 April 1993. The political structure of the Council was then:-

Liberal Democrat	19
Conservative	12
Labour	7
Hockley Residents Association	2
- 3) At the Council's meetings of 17 December 1991 and 13 April 1993 when considering the leisure contract proposals.-

1112



- (i) The Chief Officer detailed in his committee reports the rationale for the proposals and the External Auditors had been consulted.
- (ii) No Councillor present recorded their vote against the recommendations
- (4) A detailed written explanation regarding the above decisions was circulated to all Councillors on 13 August 1999 following the Extraordinary Council meeting held on 4 August 1999 by the Head of Financial Services. This is appended to these Minutes.

421. **PROTOCOL FOR WORKING GROUPS**

Resolved

That the report of the Head of Administrative and Member Services on protocol for Working Groups be referred to a meeting of the Structural and Procedural Review Working Group or the next appropriate Sub-Committee meeting. (HAMS)

422. **JOINT COUNTY AND DISTRICT COUNCILS STRATEGIC PLANNING LIAISON PANEL**

NOTE: The Chairman admitted this item of business as urgent in view of the need to confirm an appointee for the meeting on 23 November 1999.

Resolved

(1) That the Chairman of the Transportation and Environmental Services Committee (or his nominee) be this Council's appointee to the Joint County and District Councils Strategic Planning Liaison Panel

(2) That attendance at Liaison Panel meetings be an approved duty for the payment of Member allowances. (HCPI)

423 **ENVIRONMENT AGENCY DRAFT REPORT ON THE TREATMENT OF SEWAGE SLUDGE USING ALKALINE AD-MIXTURES (N-VIRO PROCESS) AT STAMBRIDGE SEWAGE TREATMENT WORKS**

NOTE: The Chairman admitted this item of business as urgent due to the need for a formal response to the Environment Agency by 25th October 1999

The Head of Housing, Health and Community Care reported that the Environment Agency had consulted this Council on their draft report on the treatment of the sewage sludge using alkaline ad-mixtures (N-viro process), Stambidge Sewage Treatment Works. The report was to be sent to Michael Meacher MP, Minister for the Environment, and comments were required by 25 October 1999

In view of the timescale, Officers were proposing that a meeting of the Stambidge Sewage Treatment Works Working Party be convened on Thursday 21 October, followed by a meeting of the Urgency Sub-Committee of the Transportation and Environmental Services Committee at which Working Party recommendations could be considered.

Responding to Member questions, Officers confirmed that -

- A request to the Environment Agency that the consultation timescale be extended had been unsuccessful.
- Whilst the detailed position could be reviewed, as a non statutory consultee it was unlikely

the District Council could seek legal redress to extend the consultation process.

- There was no reason why representation could not be made to the County Council as a statutory consultee asking that appropriate legal action be taken with the aim of seeking to extend the period for consultation.
- Individuals could no doubt respond to the document, although the Environment Agency was likely to concentrate on responses from formal consultees.

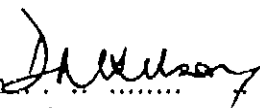
During debate Council agreed that, notwithstanding enabling the Stambidge Sewage Treatment Works Working Party to consider the contents of the draft report, strong representation should be made to the Environment Agency regarding the short consultation timescale given. It was also agreed that the County Council should be requested to take appropriate legal action with the aim of extending the time allowed for consultation and that local Members of Parliament should be alerted to the Council's position as soon as possible.

Following a motion moved by Councillor A Hosking and seconded by Councillor Mrs H L A Glynn regarding representation to the Environment Agency and a further motion moved by Councillor D E Barnes and seconded by Mrs H L A Glynn regarding an approach to the County Council it was -

Resolved

- (1) That the draft Report on the Treatment of Sewage Sludge using Alkaline Ad-mixtures (N-viro process) at Stambidge Sewage Treatment Works be referred to a meeting of the Stambidge Sewage Treatment Works Working Party to be held on 21 October 1999 and that the recommendations of that Working Party be considered by the Urgency Sub-Committee of the Transportation and Environmental Services Committee on the same day
- (2) That the Environment Agency be advised that, whilst this Council recognises that the District is not a statutory consultee, the Stambidge Sewage Treatment Works is of major concern to residents of the District and the short consultation period given by the Agency is deplored.
- (3) That representation be made to the County Council as a statutory consultee asking that Authority to take appropriate legal action with the aim of extending the period for consultation.
- (4) That Officers further investigate the Council's legal position in this matter
- (5) That the local Members of Parliament be alerted to the Council's position about this matter as soon as possible (HHHCC)

Meeting closed at 9.45pm

Chairman  ...
Date 7. Dec. 1999.

ROCHFORD DISTRICT COUNCIL

Minutes of the Corporate Resources Sub-Committee

At a meeting held on 20th October, 1999. Present Councillors D E Barnes (Chairman), R.Adams, (from 7.25 p.m.), Mrs. J. M. Giles, D. R. Helson, Mrs. J. Helson, C. R. Morgan, V. H Leach, and P. Webster

Apologies: Cllrs. T. Livings, Mrs. W. M. Stevenson and R. E. Vingoe

Substitutes: Cllr. G A. Mockford

274. MINUTES

The Minutes of the meeting of 28th September, 1999, were approved as a correct record and signed by the Chairman.

275. EXCLUSION OF THE PUBLIC

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 paragraph 8A of Schedule 12A of the Act.

276. IT YEAR 2000 STRATEGY – INTERIM REPORT

The Sub-Committee considered the confidential report of the Chief Executive concerning progress to date in respect of the investigation taking place relating to the implementation of the IT Year 2000 Strategy. The Sub-Committee noted that a full detailed report would be presented to the next meeting of the Corporate Resources Sub-Committee scheduled for 11th November, 1999.

The Chief Executive responded to questions in respect of:-

- client side management and monitoring arrangements
- the budget allocations associated with the project and the capital and revenue implications
- progress on the implementation and monitoring of the project to date

The Chief Executive explained the assumptions behind the entries in the budget book and outlined that its contents represented a position in time, with the half yearly review updating matters based on the latest information. Members asked that an explanation of this process be given to the Budget Monitoring Group.

Members requested that the report back of the Chief Executive include the cost of the IT consultants, currently looking at the specification for the new IT contract, to examine the IT client side arrangements within the Council and the viability of an in-house bid. In addition, Members asked that the final report of the Chief Executive should include clarification of the VAT position.

RECOMMENDED

That the interim report of the Chief Executive on the implementation of the IT Year 2000 Strategy be noted. (CEX)

277. STAFF APPRAISALS

Members considered the level of staff within the Council who should be subject to Member appraisal, how the appraisal process should be undertaken, and the number of Members who should be involved in the process

In considering who should be appraised, the three options were:

- (1) the Chief Executive
- (2) the Chief Executive and the Corporate Directors
- (3) the Chief Executive, the Corporate Directors and the Heads of Service.

After much discussion, a motion was moved by the Chairman, Councillor D. E. Barnes, that the only officer to be appraised by Members should be the Chief Executive. This was seconded by Councillor P. F. A. Webster and agreed by the Sub-Committee. The other officers should be appraised within the management system with the Chief Executive carrying out those in respect of the Corporate Directors and the Chief Executive and Corporate Directors undertaking those relating to the Heads of Services.

As part of the process, the Member appraisal of the Chief Executive would incorporate feedback from Members on the performance of the Corporate Directors and the Heads of Service. In this way, the Chief Executive could take these views on board in his interview with the Corporate Directors and the Heads of Service. Members agreed that the appraisal process should take place on a 6 monthly basis with interviews scheduled for October/November and March/April.

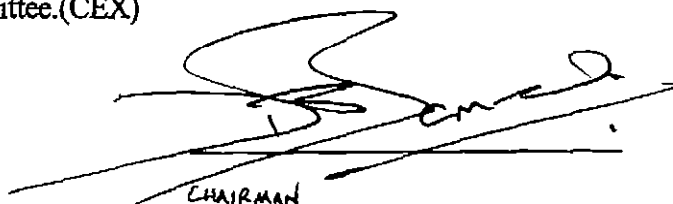
The Sub-Committee considered at some length whether the Member appraisal of the Chief Executive should involve all the Members of the Corporate Resources Sub-Committee or whether a smaller Member Panel should be formed. It was considered that there was merit in the appraisal panel being as small as possible but this needed to be balanced against obtaining as wide a Member input as possible. After much discussion, it was moved by Councillor P. F. A. Webster and seconded by Councillor C. Morgan that the Member Appraisal Panel should comprise 5 Members appointed from the Corporate Resources Sub-Committee, consisting of the Chairman of the Sub-Committee and one Member from each Group. Given the nature of the appraisal process, no substitutes would be permitted once Members were appointed to serve on the Panel. This was agreed by the Sub-Committee.

Members then discussed how the Member Panel should operate and it was agreed that prior to appraising the Chief Executive, the Corporate Resources Sub-Committee should meet to discuss and agree those areas to be taken up by the Member Panel with the Chief Executive as part of the appraisal process. Also, that those Chairmen of the main Service Committees not on the Corporate Resources Sub-Committee should be invited to the Sub-Committee meeting specifically for this item. To ensure effective feedback, Members agreed that the details of the Chief Executive's appraisal interviews with the Corporate Directors and in association with the Corporate Directors, with the Heads of Service, should be circulated to the Member Appraisal Panel, with information on the future targets agreed for each manager being circulated to all Members of the Corporate Resources Sub-Committee

To ensure that the appraisal process is implemented at the earliest opportunity, the Sub-Committee agreed that an Urgency Sub-Committee of Finance and General Purposes Committee should be sought to approve the recommendations outlined below.

RECOMMENDED

1. That the Member appraisal of management be confined to the Chief Executive only, with the Chief Executive undertaking appraisals of the Corporate Directors and the Chief Executive in association with the Corporate Directors, undertaking the appraisals of the Heads of Service.
2. That the appraisal process be carried out at 6 monthly intervals, with interviews programmed for October/November and March/April.
3. That the appraisal of the Chief Executive be undertaken by a Member appraisal Panel appointed from Corporate Resources Sub-Committee, comprising the Chairman of the that Sub-Committee and one nomination from each of the main political groups. In addition, once appointed to the Panel, no Member substitution be permitted during the municipal year.
4. That a special meeting of the Corporate Resources Sub-Committee be convened prior to the Chief Executive's appraisal taking place, to discuss and agree those issues to be taken up by the Member Appraisal Panel with the Chief Executive as part of the appraisal process, with those Chairmen of the main Service Committees not already on Corporate Resources Sub-Committee being invited to the Sub-Committee specifically for this item.
5. That to ensure effective feedback from the appraisal process, the Member Appraisal Panel receive details from the Chief Executive of his interviews with the Corporate Directors and in association with the Corporate Directors, with the Heads of Service, with the agreed targets for each of the managers being circulated to all Members of the Corporate Resources Sub-Committee.(CEX)



CHAIRMAN

11 Nov 1999

DATE

ROCHFORD DISTRICT COUNCIL

APPENDIX

DIRECTORATE OF FINANCE & EXTERNAL SERVICES

Head of Financial Services
D Deeks, CPFA



Council Offices, South Street,
Rochford, Essex SS4 1BW

Telephone: 01702 546366
DX 39751 Rochford
Facsimile: 01702 545737

My Ref DD/LW
Your Ref:

Please ask for: Mr D Deeks
Ext 3100
Direct Dial:

Email DaveD@rochford-council.gov.uk

Date: 13 August 1999

Dear Councillor

Leisure Contracts

At the Extraordinary Council Meeting held on 4th August 1999 Members requested details regarding the decision to grant pricing freedom to Circa Leisure and the decision to extend the contract. Members also wished to be reminded of the political composition at the date of these decisions

1. Pricing Freedom

This Council had the objective of reducing the revenue cost of the leisure contracts in order to deal with the threat of capping. A number of proposals including the granting of pricing freedom was agreed at the Council Meeting on 17th December 1991. At that time the political structure of the Council was

Liberal Democrat	19
Conservative	11
Labour	8
Hockley Residents Association	2

2. Extension of Contract

This Council was mindful of the potential impact that the Local Government Review timetable would have on the renewal of contracts' timetables. The Council invited the major contractors to bid for extensions to the contracts. The extension of the contracts by four years, to March 2001, was agreed at the meeting of the Council held on 13th April 1993. At that time the political structure of the Council was

Liberal Democrat	19
Conservative	12
Labour	7
Hockley Residents Association	2

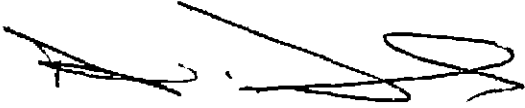
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To All Members of the Council

1118

At the Extraordinary Council held on 4th August 1999 the date when the contracts were extended was requested. This was given as 1994 which was the year in which the additional capital investment was made by Circa in line with the agreed approval in 1993.

Yours sincerely

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Head of Financial Services

1119

A handwritten signature in black ink, featuring a large loop and a checkmark-like stroke.

ROCHFORD DISTRICT COUNCIL

Minutes of the Transportation & Environmental Services Urgency Sub-Committee

At a meeting held on 21 October 1999. Present: Councillors A Hosking (Chairman), V H Leach and D A Weir.

3. ENVIRONMENT AGENCY DRAFT REPORT ON THE TREATMENT OF SEWAGE SLUDGE USING ALKALINE ADMIXTURES (N-VIRO PROCESS) AT STAMBRIDGE SEWAGE TREATMENT WORKS

Members of the Sub-Committee were orally informed by the Head of Housing, Health and Community Care of the Stambridge Sewage Treatment Working Party's recommendations from the Working Party's meeting held immediately prior to this Urgency Sub-Committee.

Resolved

That these recommendations be endorsed as the District Council's response to the Environment Agency's consultation on the draft report concerning the treatment of sewage sludge using alkaline admixtures (N-Viro Process) at Stambridge Sewage Treatment Works. (HHHCC)

4. ESSEX AND SOUTHEND WASTE PLAN

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives which provided an update on the progress of negotiations between the Waste Consortium Authorities and the County Council and Southend Borough Council in respect of the wording of the Essex and Southend Waste Local Plan. Members' agreement to further revisions to the wording of the Waste Local Plan's policies and lower case text was sought.

The Sub-Committee was reminded that, at the meeting of the Environmental Health Sub-Committee on 16 July 1999, Members had agreed to accept the proposed revised wording for policies in the Waste Local Plan as prepared by the Waste Consortium's planning officers. Since that meeting, planning officers from the Waste Consortium had met with officers from the County Council and Southend Borough Council to discuss possible further amendments to the Plan's policies and lower case text. The aim was to seek to minimise the differences between the authorities before the Local Plan Inquiry was to commence towards the end of October.

The Head of Service informed the Sub-Committee that a meeting had taken place on 20 October 1999 between the Consortium's Officers and Mr Anthony Porten Q.C. (representing the Consortium of District Councils), at which the arrangements for presenting the Consortium's case at the Local Plan Inquiry had been discussed.

The Sub-Committee considered the following documentation that had been produced as a result of these Meetings:

- A revised schedule of policies (G7(3)) which set out the District Council's proposed amendments. (Appendix 1 to the Head of Services' report).
- A revised schedule of policies produced by Essex County Council/Southend Borough Council (PCID). This provided a comparison between the County Council's and Southend Borough Council's policies and the Consortium's version of the policies. Members noted

that the main differences remaining between the authorities related to the identification of the Major Waste Management sites. These differences were highlighted in policies W3A, W5A and W8A. (Appendix 2)

- A schedule of all changes to the lower case text of the plan, prepared by Essex County Council, reflecting discussions with the Consortium and responses by objectors to the Waste Plan. This document was available for examination at the Sub-Committee's Meeting. It was noted that given the time constraints, it had not proved possible to complete discussions about, and agree changes to, the lower case text.
- An addendum report outlining the issues relating to document G7(3), that had been considered at the recent meeting with Mr Porten.

The importance of all Consortium Districts being at the same point prior to the start of the Inquiry was emphasised and Members were requested to endorse Schedule G7(3), subject to the comments relating to policies W5A and W3C as identified in the addendum report.

It was agreed that, other than the textual change in respect of Policy W5A, no final agreement be given by the District Council with regard to amendments to the lower case text.

Members requested that they be kept informed on future progress and that on-going reporting procedures are built in.

Resolved

1. That the Consortium's policies as set out in Document G7(3), be agreed, subject to the comments in respect of policies W5A and W3C as outlined in the Head of Service's report.
2. That the Head of Corporate Policy and Initiatives be given authority to agree amendments to the policies and lower case text as appropriate during the Inquiry, on the advice of Counsel and in conjunction with other Consortium Officers (HCPI)

The Meeting closed at 7.15 pm.

Chairman 

Date 13th April 2000

ROCHFORD DISTRICT COUNCIL

Minutes of the Member Budget Monitoring Group

At a Reconvened Meeting held on 21 October 1999. Present: Councillors D E Barnes (Chairman), C R Morgan, R E Vingoe and P F A Webster.

Apologies. Councillor V H Leach.

Substitute: Councillor Mrs J Helson

53 COMPULSORY PURCHASE OF 35, 37 AND 39, WEST STREET

The Working Group gave further consideration to the confidential joint report of the Head of Legal Services and Head of Corporate Policy & Initiatives concerning the future of 35, 37 and 39 West Street, Rochford

Responding to Member questions, Officers advised that:-

- there was no budgetary provision for expenditure by the Council on this project
- rate payments are halved for empty properties
- if the private sector had been interested in purchase, it would have been possible to include charges to cover Council costs.
- the Parish Council was anxious to see the renovation of West Street.
- the Southend and District Building Preservation Trust Ltd would apply for appropriate grant assistance if the Council confirmed an interest in Trust proposals.
- some minor repair work had been undertaken at the property over the last three years.
- the current owner of the property had previously been advised that conversion of the ground floor to residential use was a possible option

The Group agreed that, given the Council's financial position, it would be of value if the Southend & District Building Preservation Trust could provide a categorical statement that they would take immediate responsibility for the property should it be compulsorily purchased by the Council, together with detail of their financial capacity to undertake such a project

It was also agreed that there should be further communication reminding the current owner of the property that, subject to compliance with listed building regulations, conversion of the ground floor for residential use could be an option.

54. RE-ADMISSION OF THE PUBLIC

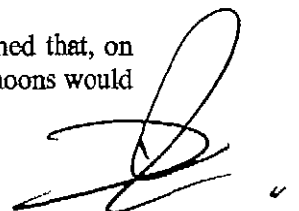
Having dealt with the confidential items, the Group agreed that the Meeting be re-opened to the public

55 CAR PARKING STRATEGY

Note: Councillor Mrs J Helson declared a non-pecuniary interest in this item by virtue of the employment of an acquaintance.

The Group revisited the report of the Head of Revenue and Housing Management on a proposed car parking strategy and charging policy. The report was to be submitted on to the Transportation Sub-Committee.

In terms of budget, the Corporate Director (Finance & External Services) confirmed that, on current indications, the deficit to cover the effects of free parking on Saturday afternoons would



be near to £28,000. This figure had been included in the budget up until 31 March 2000 and any future shortfall in income as a result of free Saturday parking would need appropriate compensation in the charge structure. The deficit could be neutralised in future years by removing the half hour charge and introducing a minimum stay period of 1 hour. This would generate an additional £28,000 without the need to review any other charge bands


During debate, the Group recognised that whilst income from car parking was an important source of identifiable income, the subject was very contentious from a policy perspective. Financially, it was clear that the Council would have to identify funding to recover any costs associated with the continuation of free parking. It was noted that some Authorities had introduced an initial band of up to 2 hours as fining tended to occur below this point. The Chairman reminded the Group that the free parking experiment was associated with Town Centre regeneration initiatives. It was noted that the Council had previously discussed the possibility of introducing Pay on Exit arrangements and had identified a number of problems, including high staffing resource, likely vandalism/queuing/security problems and income downturn.

Responding to Member questions, Officers advised that :-

- a previous trial involving an initial 2 hour band had been associated with ticket swapping activity.
- the Council had previously investigated contracting out car park management to a private sector organisation and such an arrangement would not necessarily reduce costs.

Having discussed the budgetary aspects of this item, the Group agreed to note the report.

The Meeting closed at 7.25pm.

Chairman 
Date .. 11 Nov 1999.

ROCHFORD DISTRICT COUNCIL

Minutes of the Community Safety Sub-Committee

At a Meeting held on 21 October 1999. Present: Councillors V D Hutchings (Chairman), D E Barnes, T G Cutmore, J M Dickson, D M Ford, D R Helson, Mrs J Helson, R A Pearson, Mrs M S Vince and Mrs M J Webster

Apologies: Councillors P A Beckers, K A Gibbs and Mrs W M Stevenson

Substitutes: Councillor Mrs H L A Glynn.

130 MINUTES

During consideration of the Minutes of the previous Meeting, Members were advised of the following points.-

(i) Primary Objective 7.5.2 – Newspaper coverage for neighbourhood watch

Members were advised that because of the success of the public awareness campaign, there would be a press release advertising the fact that up to 8 new neighbourhood watches could be formed. An article would be written promoting neighbourhood watch and this would be used for the next edition of Rochford District Matters and would also be sent with the press release to all newspapers. An editorial would also be sent to all Parishes asking them to include it in their Parish magazines and notice boards

In respect of the Authority paying for advertising for the launch of new neighbourhood watches the Sub-Committee were advised that more work needed to be done on the concept and that a report would be made when that work was complete.

(ii) Primary Objective 7.5.3, 4 – Neighbourhood Watches

Members were advised that new housing estates were actively "courted" but that it was not always easy to sell the concept of neighbourhood watch. The extra publicity outlined above would help.

(iii) Primary Objective 7.7.(d) – Grange & Rawreth

Members were advised that there were 21 neighbourhood watches in this Ward including 2 in the Downhall Road area and covering new estates.

(iv) New Neighbourhood Watches

The Committee were advised that the next target area for neighbourhood watch would be Wakering.

The Minutes of the Meeting held on 7 September 1999 were approved as a correct record and signed by the Chairman

The Sub-Committee considered the report of Chief Inspector Bottrill, which reported back to Members matters outstanding from the previous meeting of this Sub-Committee and outlined options for the way forward in relation to mobile CCTV Cameras.

In noting the deployment statistics relating to mobile CCTV and the operational difficulties relating to external use of mobile CCTV, Members endorsed the proposal to delay any decision on mobile CCTV pending the outcome of the 6 monthly review of requests for CCTV use. It was further noted that statistics relating to vandalism and anti social behaviour were not readily available from the Essex Police Computer and would be difficult to produce.

Following Members questions Chief Inspector Bottrill advised the Sub-Committee of the following:-

- The Humans Rights Act, which had recently come into force, had implications on the use of mobile CCTV. Copies of the Act could be obtained directly from HMSO.
- The Crime Prevention Officer had looked into the possibility of permanent CCTV in Rayleigh Town Centre. Six potential sites had been identified for the installation of cameras, although it would be for the owners of the sites to agree the installation of cameras.
- There was a scheme to hire Police, the cost was £70 per hour (minimum 2 hours), this facility was mainly used at sporting and other public events. Private security firms could charge less.
- Following the retirement of Superintendent Paul Stanley, the Police were not looking for a replacement until after the next Promotion Board. This was likely to be held in the New Year. In the meantime DCI Bird, DI King and CI Bottrill would be covering the duties of the vacant post

A number of points were raised during discussion which included the following:-

- The possibility of a presentation to Committee by Mr Downing and Inspector Norton specifically on the matter of speeding.
- The current problems with nuisance/congregation at Golden Cross Parade and Magnolia Public Open Space.
- Whether any of the signs/window stickers relating to "mobile CCTV on patrol" were still available and their success.
- The issue of Rochford Police Station not being continuously manned when the civilian member of staff was on leave
- The Police's commitment to "rural policing".

Concern was expressed by the Sub-Committee on 'rumours' concerning the possible reorganisation of the Police at Divisional Level, given the Partnership arrangements on important matters such as the Crime & Disorder Reduction Strategy. In agreeing the recommendation set out in the report on a motion put by Councillor D E Barnes and seconded by Councillor Mrs H L A Glynn it was:-

RECOMMENDED

(1) That any decision on the purchase of further CCTV equipment be delayed until the new procedures for monitoring have been in place for a period of six months, after which time a better evaluation as to need will be available. (Police)

(2) That Rochford District Council Officers communicate with the Chief Constable of Essex Police to seek his reassurances that the Rayleigh Police Division will be retained and that the vacant superintendent's post will be filled as soon as possible. The communication to indicate that this Council reserves the right to pursue this matter with the Police Authority should appropriate reassurance not be forthcoming. (HCPI)

132 **Crime and Disorder Strategy update 2**

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives which updated Members on the current situation with regard to the actions required by the Crime & Disorder Strategy and reported back on certain issues raised by Members at the last Meeting of the Sub-Committee. In noting the update information contained within the report, the following points were clarified during discussion:-

1. **Trolleys**

Mindful of the difficulties in overcoming this problem Members considered that supermarkets should be contacted asking what action they were taking on the matter of abandoned trolleys in Town Centres. It was also considered appropriate for other Authorities to be approached to see how they dealt with the problem.

2. **Crime and Disorder Action Schedule Update**

7.1.2 – Identify areas where damage and disorder is directly relevant to the proximity of licensed premises.

Members were advised that the proof of age scheme was due to be launched on the 5 November at the Freight House, Rochford.

7.1.6 – Institute Cost Measurement system as part of risk management policy for County Council owned buildings eg schools and Youth Centres.

The comments outlined in the schedule were noted with concern by Members

7.1.8 – Review of Council operated play areas.

Members expressed concern at the failure to meet time scales and report on the matter to the Sub-Committee. It was considered appropriate for this matter to be referred to the Community Services Committee for an explanation as to progress to date.

7.2.7 – Production of leaflets reminding car owners of the law and dangers of illegal parking.

The issue of abandoned vehicles was discussed by Members and they were advised that this was a complex area of Council business with both the District Council and Police having responsibility for the matter dependent upon vehicle situation. Members further considered there to be a need to estimate the cost for leaflet production for budget purposes

7.3.5 – Increased number of people receiving peer education programmes aimed at diverting them from substance misuse.

Members were pleased to note that the workshop had begun on this day.

7.6.6 – Complete education programme for Secondary schools.

It was noted that Fitzwimarc school, which had previously not been involved within the education programme, had recently appointed a new headmaster. Members considered it appropriate for the new headmaster to be approached to seek the school's involvement in the programme. Members were further advised that the two secondary schools who had previously participated in the programme, had expressed an interest in their new year pupils receiving the presentation

Members were further advised that due to the ill health of the domestic violence project co-ordinator, the Police Schools Liaison Officer had stepped in and carried on the work of the programme.

7.7(a). 5 – Actively engaged in the local community to help identify problems necessary actions and solutions, with particular emphasis on harassment.

Members noted that Rochford Garden Way was in St Andrews Ward and not Roche Ward as stated in the schedule. It was further noted that the graffiti project would be known as the Street Art Project.

7.7(a). 8 – Pursue completion of the St Marks Field siting agreement with Council Policy.

Members were advised that the project to provide a community facility at St Marks Field was progressing.

3. Cold Calling

Whilst considering the matter of cold calling via the telephone, Members considered that the details of the 0800 number from the Telephone Preference Service, should be subject of a brief article within the next edition of Rochford District Matters.

RECOMMENDED

- 1 That the report be noted.
- 2 That Members agree the amended schedule format
3. That update reports be submitted to future Meetings of this Sub-Committee.
- 4 That item 7.1.8 as outlined in the schedule be referred to Community Services Committee for the relevant Head of Service to provide an update report (HCPI)

133 EASTWOOD WARD – ROCHFORD

The Sub-Committee considered the report of the Head of Corporate Policy and initiatives, which appraised Members on the current situation regarding the public consultation scheduled for Eastwood Ward. In noting that it would not be possible for a joint survey to be undertaken with Essex County Council Transportation and Operational Services Department, Members considered it appropriate for the Crime and Disorder leaflet to be undertaken on its own but with the option of including a question on traffic concern

RECOMMENDED

That arrangements be made for the Crime and Disorder survey of Eastwood Ward to be undertaken as outlined above. (HCPI)

134 ROCHE AND ST ANDREWS WARD: WARD PROFILE

The Sub-Committee considered the report of the Head of Corporate Policy and initiative, which appraised Members of the latest situation concerning progress to date on the StAR project.

Noting the background and purpose of the project, Members endorsed the action taken to date and considered update reports should be submitted to the Sub-Committee as appropriate.

RECOMMENDED

That progress on the Roche and St Andrews Ward project be noted and that further update reports be submitted to future Meetings of this Sub-Committee. (HCPI)

135 ESSEX COUNTY COUNCIL COMMUNITY SAFETY FUNDS

The Sub-Committee considered the report of the Head of Corporate Policy and Initiative which informed Members of funds currently available from Essex County Council and Community Safety Department for allocation to District Crime and Disorder reduction partnerships and sought Members approval for a bid from those funds. In noting the details of the report, Members were further advised that pledges from the following organisations for the post of Community Development Worker for the StAR project.

- £7,500 from the Primary Care Group
- £2,000 from Essex County Council Enterprise Department
- £2,000 from the Training and Enterprise Council

In agreeing the principle for a Community Development Worker, Members raised questions as to the detailed job description, job specification, key objectives of the post and who the worker would be responsible to and it was considered appropriate for the matter to be reported to the Community Services Committee for consideration.


RECOMMENDED

That the matter of a Community Development worker for the StAR project be referred to the Community Services Committee for consideration of the detailed job description, job specification, the key objectives of the post and detailing who the worker would report to (HCPI)

Meeting closed at 10 30pm.

Chairman

Date


7th February 2000

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Policy Sub-Committee

At a Meeting held on 26 October 1999. Present Councillors D A Weir (Chairman), J M Dickson, D M Ford, Mrs J M Giles, C C Langlands, Mrs S J Lemon, Mrs M J Webster and Mrs M A Weir

Apologies: Councillors C I Black, K A Gibbs, V D Hutchings, R A Pearson and Mrs W M Stevenson.

Substitutes Councillors J E Grey, R E Vingoe and P F A Webster

72. MINUTES

The Minutes of the Meeting held on 15 September 1999 were approved as a correct record and signed by the Chairman

73. LOCAL PLAN ENVIRONMENTAL APPRAISAL

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives which proposed a framework for the environmental appraisal of the Local Plan.

It was noted that the Government, in 'Planning Policy Guidance Note 12 - Development Plans and Regional Planning Guidance', had stated that environmental concerns needed to be integrated into policy in all development plan preparations. It was intended that an environmental appraisal would be carried out at an early stage of the plan preparation process, and the results included in the draft document. Members received details of the methodology to be adopted which, based on the Government's Good Practice Guide, would comprise three main stages, as follows.

1. Assessing the scope of the plan against European, national and regional advice and guidance
2. Testing the compatibility and consistency of the policies in the Plan with the policies in the Essex and Southend Structure Plan and Regional Planning Guidance
3. Appraisal of the impact of the policies of the plan against environmental and sustainability criteria. There were 14 criteria against which the policies would be judged and these were outlined in the report, together with details of the key questions that would be asked of each policy in respect of each environmental element.

It was noted that the principle tool in the appraisal process would be the Policy Evaluation Matrix used to look in broad terms at the overall impacts of policies on the environment. Local Plan policies would form one axis of the matrix and the other would comprise the 14 environment criteria; an example of the matrix was appended to the report.

In response to Member questions, the Head of Service advised as follows -

- The initial appraisal, which would examine over 100 policies, would be undertaken by Officers, the results from which would be reported to the Sub-Committee.
- A number of Members expressed concern about the lack of infrastructure, such as shops, roads, doctors' surgeries and school places, for areas in which extensive new house building

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was planned. It was confirmed that ways of addressing these deficiencies, particularly in relation to schooling, would be a main component of the review of the Local Plan, the primary purpose of which would be to allocate and identify future land use throughout the District. The Sub-Committee expressed disquiet about the apparent lack of control able to be exercised by the Council over the provision of a number of the facilities needed to accompany housing developments, many of which were the responsibility of other bodies such as Essex County Council to provide. It was, however, recognised that the Authority did have some power to influence the format and characteristics of proposed developments

- It was suggested that, whilst the principle of "planning gain" should be treated with some caution, nevertheless it ought to be possible to require developers to provide some community facilities as a condition of granting planning consent. The timescale of such provision was regarded as particularly important, to ensure that facilities were in place as soon as practicable after the construction of dwellings. It was confirmed that one of the purposes of the Local Plan would be to make explicit the infrastructure that the Council would expect developers to provide.
- In respect of the provision of a satisfactory "cultural environment", including infrastructure such as schools, it was suggested that the Local Plan should be tied in with other strategic initiatives that had been prepared by the Council. It was confirmed that the Plan would take account of the recommendations contained within the Crime and Disorder Strategy and the Sustainability Report.
- The Local Plan would, following review, contain more cross-references to Planning Policy Guidance, to make these more explicit, and to improve the document's ease of use.
- It was recognised that the Authority's general planning policies could not be overly prescriptive, and that planning briefs should be used for specific projects. It was also noted, however, that many Planning Authorities were not utilising the full range of power that was available to them.

RECOMMENDED:

That the proposed framework for undertaking an environmental assessment of the emerging Local Plan be adopted, and that a full assessment be reported back to this Sub-Committee once the draft Local Plan policies and proposals have been prepared. (HCPI)

74. REGIONAL PLANNING GUIDANCE FOR THE SOUTH-EAST-PANEL REPORT

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives which outlined the findings of the Panel which had been appointed to examine the draft Regional Planning Guidance prepared by SERPLAN, the London and South East Regional Planning Conference

SEPLAN had been charged with producing updated guidance on planning in the South East to assist the Secretary of State for Environment, Transport and the Regions in preparing a new version of Regional Planning Guidance (RPG9). The Panel's report had been published in September this year, and a summary of its recommendations was appended to the report; a full copy of the report had been placed in the Members' room

It was noted that the panel had commented across a broad range of the issues covered in the SERPLAN strategy, but the Sub-Committee examined two particular issues, housing provision and the Thames Gateway, in more detail.



In respect of the latter, it was noted that the SERPLAN strategy had proposed that the Thames Gateway be extended to include the South Essex Districts, including Castle Point and Southend Borough Councils, and London Southend Airport within Rochford District. However the Panel had concluded that there seemed to be no immediate justification for the extension of the current boundary. On this issue, the Government had decided to undertake further work and had commissioned consultants to produce a report to be published late this year or early next year and an input to the consultants' investigations could be contributed by the Council.

Regarding future housing provision, Members were highly concerned to note that on the basis of SERPLAN's figures, an additional 33,300 units would need to be provided in Essex between 2011 and 2016. However, on the basis of the Panel's recommendations, this figure was anticipated to increase to an additional 71,400 units in the same five year period, at an annual rate of an additional 7,500 dwellings. Clearly, there would be a strong possibility that the Rochford District Replacement Local Plan would need to consider making provision for a larger housing allocation than currently included in the draft Structure Plan.

The Sub-Committee expressed a range of concerns about the possible implications of such a large increase in house building as far as the District was concerned, as follows:-

- The lack of social infrastructure, the problems associated with which had been considered in more detail under the previous agenda item (Minute 73)
- The likely erosion of the Green Belt, thereby reducing the quality of life within the District and creating a more urbanised environmental appearance. These concerns had already been conveyed to the Panel.
- The likely increase in commuting to London unless the additional dwellings were accompanied by local employment opportunities.
- It would be difficult to control the type of housing that was to be provided; there was considered the need to ensure, if possible, provision of reasonably priced housing aimed at young people and the elderly, rather than executive dwellings. It was considered that this lack of control, and the inability to promote the interests of local people, served to undermine the "raison d'être" of Local Government. A possible method of retaining a certain degree of control over the nature of housing developments would, it was suggested, be to remove permitted development rights from planning applications.

In response to Member questions, the Head of Service advised as follows:-

- Irrespective of the Panel's recommendations, the Council would have to make decisions about further extensive house building proposed for the District beyond 2010
- A planning application for possible users of Rochford Business Park was anticipated in the near future
- The Panel report was currently being considered by the County Planner and the results were likely to be available at meetings with County Council representatives to be held in late November

In view of the strength of cross-party concern about the implications of the Panel's recommendations, particularly in relation to future numbers of housing units, it was, on a motion by Councillor P F A Webster and seconded by Councillor Mrs J M Giles, agreed unanimously to recommend that the matter be referred to Council for consideration. It was suggested that a number of organisations and individuals such as the Local Government Association, County Councillors and MPs, could be lobbied to support the Council's protest and

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concerns about the projected housing figures. In order to assist Members in preparing an objection to the proposals, the Head of Service undertook to provide Group Leaders with the SERPLAN strategy and a full copy of the Panel's report and recommendations.

RECOMMENDED

- 1) That, at this stage, the Panel report on the SERPLAN strategy be noted.
- 2). That Council considers its response to the implications of the Panel's report. (HCPI)

Meeting closed at 9.10pm

Chairman *D C Weir*
Date *7.11.99*

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 28th October 1999. Present: Councillors R E Vingoe (Chairman), R Adams, D E Barnes, T G Cutmore, J M Dickson, D F Flack, D M Ford, Mrs J E Ford, G Fox, Mrs J M Giles, J E Grey, Mrs H L A Glynn, Mrs E M Hart, D. R Helson, Mrs J Helson, C C Langlands, V H Leach, G A Mockford, C R Morgan, R A Pearson, P D Stebbing, Mrs M S Vince, Mrs M J Webster, D A Weir, and Mrs M A Weir.

Apologies: Councillors R S Allen, G C Angus, B R Ayling, P A Beckers, Mrs J Hall, A Hosking, Mrs A R Hutchings, V D Hutchings, Mrs S J Lemon, T Livings, Mrs W M Stevenson and P F A Webster

424. MINUTES

The Minutes of the Meeting held on 30 September 1999 were approved as a correct record and signed by the Chairman

425. MEMBERS' INTERESTS

Members' interests relating to the schedule of development applications and recommendations (Minute 428) were received as follows:-

Para 3 - Councillor T G Cutmore declared a non pecuniary interest by virtue of being Chairman of Ashington Parish Council.

426. BREACH OF PLANNING CONTROL AT BRICK HOUSE, STAMBRIDGE ROAD, GREAT STAMBRIDGE

The Committee considered the report of the Corporate Director (Law, Planning and Administration) concerning the erection of imitation shutters to a Grade II Listed Building at the above site without the benefit of Listed Building Consent. Noting the property location and design, Members considered the erection of imitation shutters contrary to both PPG15 (Planning and the Historic Environment) and Policy UC7 of the Rochford District Local Plan First Review and accordingly it was

Resolved

That the Corporate Director (Law, Planning and Administration) be authorised to take all necessary action including the issue and service of notices and action in the Courts to secure the remedying of the breach of Planning Control now reported. (CD(LPA))

427. SITE VISIT TO EDL (OPERATIONS), WARE, HERTFORDSHIRE (Minute. 391/99 (Para 7))

The Committee considered the report of the Head of Administrative and Member Services which sought nominations for Members to attend the site visit to EDL (Operations), Ware, Hertfordshire in November 1999. In agreeing the site visit to be undertaken it was

Resolved

(1) That the site visit to EDL (Operations) be undertaken on the 2 November 1999,

(2). That two Officers accompany Members to the site visit The Officers to be one Planning

Officer and an Officer from Housing, Health and Community Care, Environmental Protection Unit.

(3) That Barling Magna Parish Council and Great Wakering Parish Council be invited to send two representatives each to the site visit.

(4). That the following Members attend the site visit:-

Councillors R S Allen, J M Dickson, G Fox, Mrs H L A Glynn and R A Pearson. (HAMS)

428. SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

The Head of Planning Services submitted a schedule of applications for consideration and a list of Planning Applications and Building Regulation Applications decided under delegation since 30 September 1999.

Para R1 - 99/00434/FUL - 5 St Clements Close, Hockley

Proposal - Provision of new roof with rooms in roof space forming first floor accommodation. Provision of front gable and a dormer to front and rear.

Mindful of Officers recommendation for approval Members considered nevertheless the proposal was over development, out of keeping and character and determined accordingly that the application should be refused.

Resolved

That the application be refused for the following reason:-

The property as extended would, by nature of its increased height and a visual bulk, together with the close knit nature of development within St Clements Close, constitute an over development of the site and appear as an imposing and unduly dominant feature, out of character with the other modest bungalows within the close. Furthermore, if permitted, the proposal would create a precedent for similar types of development within the close, the accumulative effect of which would be the further impairment of the character and visual amenities of the area.

Para R2 - 99/00515/COU - 144 High Street, Rayleigh, Essex

Proposal - Change use from shop (A1) to A2 (financial and professional services) and new shop front.

Whilst mindful of Officers recommendation for approval and advice, Members considered this further reduction in retail units conflicted with the Council's guidance and would affect the viability of the remaining retail units in this area.

Resolved

That the application be refused for the following reason:-

1). The change of use proposed would result in the loss of a retail unit falling within Class A1 of the Town and Country Planning (Use of Classes Order) 1987. As a result, the proportion of shops in Class A1 Retail Use would, for the town centre secondary shopping zones collectively,

fall further below the 50% guidance threshold figure established in the Rochford District Local Plan (If other unimplemented change of use permissions are taken up it would fall even further below this figure). For this individual secondary shopping zone a permission would cause this guideline figure to be breached for the first time (again if other unimplemented permissions are taken up).

2). In addition the view of the Local Planning Authority is that the loss of the retail unit would further erode and weaken the appeal of this part of the retail area of Rayleigh to attract shoppers with a consequent detrimental impact on the economic viability of other retail units in the immediate vicinity of the site and this part of the town secondary shopping zone.

Para 3 - 99/00175/FUL – Land rear (East) of Golden Cross Road, Ashingdon

Proposal – Erect 73 dwellings with garages, estate roads and associated infrastructure including public open spaces

Officers presented the report, commended its recommendations and impressed to Members the need for the Committee to come to a view on the development, which would form the Local Planning Authority's response to the appeal. Members were concerned that the non determination appeal prevented further negotiation on the wide ranging aspects emerging from the report before them. Members agreed unanimously that they would not have been in a position to determine the application favourably due to:-

- 1) The inadequacy of the Wildlife survey and its conclusions as identified in the report conclusions
- 2) The shortfall in the provision of garden areas and separation of dwellings in the design of the scheme assessed against the guidance contained within appendix 1 of the Rochford District Local Plan First Review and the resultant unsatisfactory cramped form of layout, street scene and potential for coalescence of dwellings. In addition the layout is unsatisfactory from the Crime Prevention viewpoint entailing, as it does, a large proportion of plots where unauthorised access could be gained to the rear of properties, driveways which are unsupervised and poor natural supervision by design, all of which fail to reduce opportunities for Crime Prevention.
- 3) The Local Planning Authority consider that a legal agreement is essential to ensure provision of the necessary infrastructure as detailed in the report and to maintain and safeguard the amenity areas proposed within the development

The Committee also resolved that the duplicate application should be the subject of a report to the next meeting of the Planning Services Committee.

Para 4 - 99/00301/OUT – Land adjacent 4 The Westerings, Hockley

Proposal – Erect two 2-storey dwellings

Resolved

That the application be refused for the reason set out in the schedule.



Para 5 99/00582/CM – Barling Landfill, Barling Magna

Proposal – Vary Condition 3 of Permission ROC/634/90 to allow the deposit of waste collected by Southend on Sea Borough Council and Rochford District Council between 08.30-16.00 hours on 3rd January 2000

Resolved

That the County Planning Authority be advised that this Authority has no objections to raise to the proposal in response to the consultation of this planning application.

Para 6 - 99/00471/FUL – 56 Lower Road, Hullbridge

Proposal – Retention of existing fence and gate (maximum height 2m) contrary to Condition 3 of ROC/611/80

Resolved

- 1) That the application be approved unconditionally.
- 2) That consent be issued under the terms of the legal agreement for the vehicular and pedestrian access onto Cranleigh Gardens

Para R7 - 99/00245/FUL – Willow Pond Farm, Lower Road, Hockley

Proposal – Retention and alteration of existing unauthorised Haul Road to serve as path for equestrian use.

Mindful of the Officers recommendation for approval Members considered this an unacceptable development in a Green Belt location and accordingly it was

Resolved

That the application be refused for the following reason:-

The Rochford District Local Plan First Review shows the site to be within the Metropolitan Green Belt and the proposal for the retention and adaptation of an existing Haul Road to serve the equestrian use of the site is considered to be contrary to Policy GB1 of the Local Plan and Policy S9 of the Essex Structure Plan. The development sought is not of a type considered appropriate to a Green Belt, or necessary, and represents a further urbanising element detracting from the unspoilt rural character of the site. The site is also designated as a Special Landscape Area and a Coastal Protection Belt and in this regard, the proposal is considered to be contrary to Policies RC7 and RC8 of the Local Plan, again due to its injurious impact upon the rural character and visual amenities of the area.

Meeting closed at 10 50pm

Chairman

Date

**SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY
PLANNING SERVICES COMMITTEE 28 OCTOBER 1999**

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 28th October 1999

REFERRED ITEMS

- R1 99/00434/FUL Kevin Steptoe PAGE 3
Provision of New Roof with rooms in Roofspace Forming First
Floor Accommodation Provision of Front Gable and Dormers
to Front and Rear
5 St. Clements Close Hockley
- R2 99/00515/COU Anrta Wood PAGE 6
Change of Use from Shop (A1) to A2 (Financial and
Professional Services) & New Shop Front.
144 High Street Rayleigh Essex

SCHEDULE ITEMS

- 3 99/00175/FUL Kevin Steptoe PAGE 9
Erect 73 Dwellings With Garages, Estate Roads and Associated
Infrastructure Including Public Open Spaces
Land Rear (East) of Golden Cross Road Ashingdon
- 4 99/00301/OUT Kevin Steptoe PAGE 24
Erect Two 2 Storey Dwellings
Land Adj 4 The Westermings Hockley
- 5 99/00582/CM Kevin Steptoe PAGE 28
Vary Condition 3 of Permission ROC/634/90 to Allow the
Deposit of Waste Collected by Rochford and Southend On Sea
District Councils Between 8 30-16 00 on 3rd Jan 2000
Barling Landfill Church Road Great Wakering
- 6 99/00471/FUL Mark Mann PAGE 31
Retention of Existing Fence and Gate (Maximum Height 2m)
Contrary to Condition 3 of ROC/611/80
56 Lower Road Hullbridge

Committee Report

Referred Item

R1



Rochford District Council

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

On **28th OCTOBER 1999**

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

Title **PROVISION OF NEW ROOF WITH ROOMS IN ROOFSPACE
FORMING FIRST FLOOR ACCOMMODATION. PROVISION OF
FRONT GABLE AND DORMERS TO FRONT AND REAR
5 ST CLEMENTS CLOSE HOCKLEY**

Author **Peter Whitehead**

This application was included in Weekly List 491 requiring notification of referrals to the Corporate Director (Law, Planning and Administration) by 1 00pm on Wednesday 6 October 1999, with any applications being referred to this Meeting of the Committee. The item was referred by Mrs H L A Glynn and M A Weir.

The item which was referred is appended as it appeared in the Weekly List together with a plan

Application No. **99/00434/FUL**

Applicant: **MR & MRS J HALEY**

Zoning: **RESIDENTIAL**

Parish **HAWKWELL**

- 1.1 **Hawkwell Parish Council** comment that this small development was originally approved as low pitched bungalows and to increase the accommodation to this extent is considered as over-development and to be out of keeping with the surrounding properties

Referred Report

- 1.2 In referring this item the Members asked for clarification regarding the original permission ROC/379/87 for the 7 dwellings on the former Coal and Haulage Yard
- 1.3 A Legal Agreement was concluded on that permission requiring the discontinuance of the use of the site as a Coal and Haulage Yard and the completion of the development as one comprehensive scheme. These requirements have been met in full
- 1.4 This original outline permission included a condition that the dwellings shall be of one storey bungalow design. The dwellings were constructed in this form and therefore the requirements of this condition have been discharged in full.

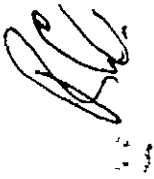
- 1.5 There are no ongoing restrictions controlling the conversion of the roofspaces to first floor accommodation nor withdrawing permitted development rights. Even if there has been, applications could always be considered on their individual merits.

NOTES

- 1.6 The application property is a bungalow situated in a cul-de-sac containing four other such properties. The application proposes the construction of a new roof to part of the property and the provision of a first floor within the roofspace. The application also proposes that the existing gable feature to the front elevation be raised to the height of the extended roof and that three pitch roofed dormer windows be inserted in the front elevation. These windows all face into the cul-de-sac. A further three dormer windows are proposed to the rear elevation, facing onto fields. The proposal will result in approximately two-thirds of the property increasing in height from 5m to 6m.
- 1.7 Whilst the property will accommodate a first floor, the height of the property as extended will be less than that of a conventional 'two storey property' which would normally be in excess of 7m in height. Whilst the additional height and other roof extensions will change the appearance of the property, it is not considered that the modest increase in height proposed will render the property out of scale with the rest of the properties in the cul-de-sac. Notwithstanding this, the application property is situated on the north side of the cul-de-sac, whereas the other four properties are situated to the south. Thus, from certain angles the property does not read as part of the same street scene.
- 1.8 The letters of representation (see below) raise the concern that the proposed first floor windows will overlook the ground floor front windows of other properties in the cul-de-sac. It is unusual to place much weight on the overlooking of rooms situated on the public side of properties, since such rooms are generally already overlooked from the street to some degree. In this particular case though, the bungalows were designed with bedrooms having front-facing windows, and it is considered reasonable to pay regard to this fact. However, having regard to the Council's adopted guidance, the juxtaposition of properties and the separation distances between them, it is not considered that a reason for refusal based upon overlooking could be substantiated.
- 1.9 The County Surveyor considers the proposal to be de-minimis in highway terms.
- 1.10 Four letters of representation have been received. Three of these are from residents in the cul-de-sac. The fourth is from the Hawkwell Residents Association. The letters object in the main on the grounds that the property as extended would dominate and overshadow the other bungalows, would cause overlooking problems and on the basis that bungalows were approved on this site because the ground is higher than that occupied by the surrounding houses.

APPROVE

1. SC4 TIME LIMIT FULL – STANDARD
2. SC15 MATERIALS TO MATCH (EXTERNALLY)





99/00434/FUL



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Committee Report Referred Item

R2



Rochford District Council

To the meeting of: **PLANNING SERVICES COMMITTEE**
On : **28th OCTOBER 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title : **CHANGE OF USE OF SHOP (A1) TO CLASS A2 (FINANCIAL AND PROFESSIONAL SERVICES) AND NEW SHOP FRONT
144 HIGH STREET RAYLEIGH**
Author : **Anita Wood**

This application was included in Weekly List 493 requiring notification of referrals to the Corporate Director (Law, Planning and Administration) by 1 00pm on Wednesday 20 October 1999, with any applications being referred to this Meeting of the Committee. The item was referred by Mrs J Helson.

The item which was referred is appended as it appeared in the Weekly List together with a plan

Application No: **99/00515/COU**
Applicant: **ROCKDALE**
Zoning. **SECONDARY SHOPPING FRONTAGE**
Parish **RAYLEIGH TOWN COUNCIL**

Rayleigh Town Council - strongly objects to the change of use.

NOTES

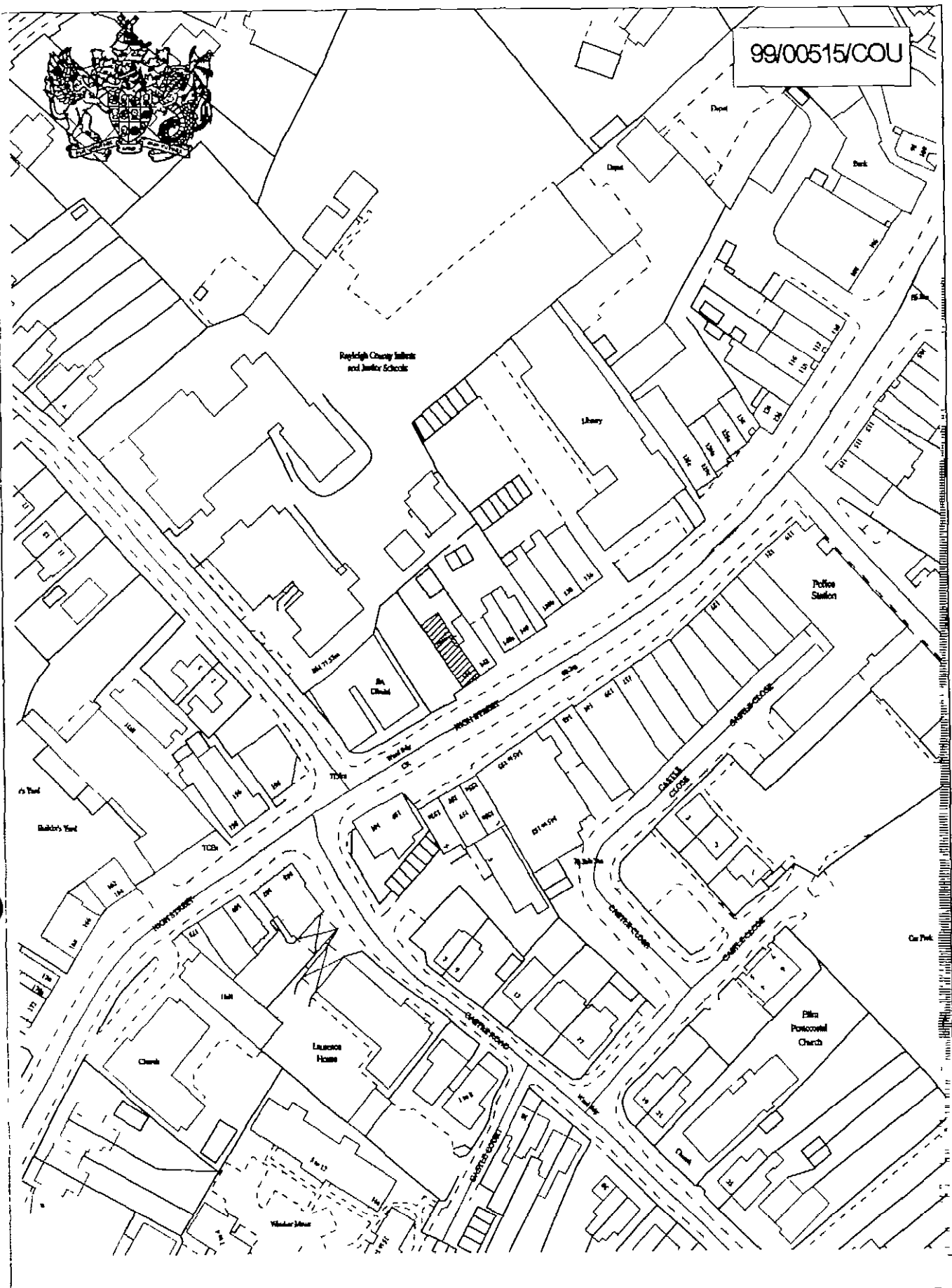
- 2 1 This unit is located in the secondary shopping zone to the south end of the High Street. The shop has undergone many changes of traders and the present occupier reports that business has been slow. The current use of this unit is Class A1 retail use. In policy SAT3 of the Local Plan the authority has set out its view that any non-retail uses should reinforce the retail function of the area, should be appropriate for a retail area and be within Classes A2 or A3. As a guide but not part of the policy, the authority has also stated it will seek to retain at least half of the frontage in these zones as retail use and avoid an over-concentration of non-retail uses.
- 2 2 Government guidance advises that authorities should seek to diversify the range of uses available within town centres and secure investment and improvement by means of a co-ordinated and agreed strategy. If an authority perceives that a change of use application may harmfully affect the centre, then its case would be strengthened if it had an agreed strategy for the centre's wellbeing and studies monitoring its vitality.

- 2.3 If this change of use is allowed it will result in a further reduction of the proportion of frontage that is in A1 usage within the secondary shopping zone. Permitting this proposal will mean that the percentage of the overall Secondary shopping zone frontage in shopping use will fall approximately from 46.5% to 46%. This calculation would reduce to approximately 44% if two other unimplemented consents for non-retail use were taken up. In this Secondary Shopping Area alone these retail percentage figures would be 52% and 48.6% (including unimplemented permissions).
- 2.4 The County Surveyor has no objections
- 2.5 **Head of Corporate Policy and Initiatives** refers to government guidance as discussed above, the caution that has to be applied to the percentage figures used by the authority, and the outcome of the appeal by McCarthy and Stone elsewhere in the Secondary shopping area where the Inspector was not convinced by the Council's case on loss of retailing. Also points out that an important consideration is whether the vitality and viability of the Town Centre would be sustained and enhanced by the proposal.
- 2.6 Rayleigh Civic Society indicates that it is totally opposed to this change as it results in the loss of a retail unit.

APPROVE

- 1 SC4 Time Limits Full - Standard
- 2 SC14 Materials to be Used (Externally)

99/00515/COU



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Committee Report

3.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On : **28 OCTOBER 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title : **ERECT 73 DWELLINGS WITH GARAGES, ESTATE ROADS AND ASSOCIATED INFRASTRUCTURE INCLUDING PUBLIC OPEN SPACES**
LAND REAR (EAST) OF GOLDEN CROSS ROAD, ASHINGDON
Author : **Kevin Steptoe**

Application No: **99/00175/FUL**
Applicant : **WILCON HOMES EASTERN LIMITED**
Zoning : **PROPOSED RESIDENTIAL DEVELOPMENT**
Parish. **ASHINGDON PARISH COUNCIL AREA**
Area **2.7Ha(approx)** Density **32 dwellings/Ha**
(6.1acres approx) **12 dwellings/acre**

Planning Application Details

- 3.1 The planning application to which this report relates was submitted during April of this year. Discussions have taken place with the applicant which, because of the range of issues raised, have taken some time to carry out. In the meantime, as they have a right to do so after a period of eight weeks, the applicants have appealed to the Secretary of State with regard to the non-determination of the application. A public inquiry is to be arranged to deal with the appeal.
- 3.2 As the matter is now before the Secretary of State it is necessary for the authority to put forward its view as to how the application should be dealt with so that a response to the appeal can be made. The Council's pre-inquiry statement of case must be submitted in mid November therefore a decision on this matter will not admit delay.
- 3.3 A further application has now been submitted for the same site and for the same form of development. That application is being considered in the normal way and will be reported to Members separately in due course. It may well be however, that the outcome of decisions made in relation to this report and any inquiry, will have an impact on how the second application is dealt with.

RAH

- 3.4 The details of the application are as follows: The 73 dwellings proposed by means of this application are to be serviced by two accesses from Golden Cross Road. The northern most access will involve the demolition of the existing property at 76 Golden Cross Road. A new access road will be created which will serve 45 of the proposed dwellings.
- 3.5 The southern part of the site will be serviced by an access which extends from the current end of Nelson Road. That access will serve a further 28 dwellings. An emergency link will be provided between the two areas but this will not be available to general vehicular traffic being closed off by bollards.
- 3.6 Five of the properties will be two bedroomed, 39 will be 3 bedroomed and the remaining 29 will be four bed properties. Most of the properties will be of conventional two storey height. However, one property will be a bungalow and a further six will have three storeys i.e. first and second floor. The properties with a three floors are arranged such that, at the front the eaves height is at the top of the first floor, with dormer windows in the roof, at the rear the eaves are at the top of the second floor. The height to the ridge of these properties will be approx 10.3m.
- 3.7 All of the properties have either garaging or parking spaces which are located to the side or rear of the properties. The arrangement of the properties on the site are such that they form a mixture of semi-detached properties, terraced properties or detached properties.
- 3.8 Five separate areas of amenity open space are to be provided. The most substantial is located in the centre of the northern part of the site. The other areas are located on the periphery of the northern part of the site and two blocks within the housing on the southern part of the layout.
- 3.9 Revised proposals were submitted during the course of the application. These are the subject of this report and the scheme, as set out above, incorporates those revisions. The main changes from the original scheme are the omission of a surface water balancing lake and minor alterations in the road layout to introduce traffic calming measures and to take account of Highway Authority requirements. The number of units proposed and the overall site area are the same.
- 3.10 As part of the revised submission reports were provided in relation to the following matters:
1. Tree Survey
 2. Foul and Surface Water Drainage Options Report
 3. Preliminary Ecological Report
 4. Access and Highway Report
- 3.11 The information submitted in these is discussed in the issues section below.

Relevant Planning History

- 3.12 None

Consultations and Representations

- 3.13 Two rounds of consultation have taken place with regard to this application, the first in relation to the originally submitted scheme and the second in relation to the revised proposals that were made as a result of discussions during the course of the application.

First round consultations

(these responses were made before the additional reports, referred to above, were provided by the applicants)

- 3.14 The **County Surveyor** raises no objection, in principle to the proposal, but commented in detail on a number of aspects of the scheme. The areas on which comments were made is as follows
- the proposals will require off site road improvements the detail of which is to be agreed between the County Council and the developer but which generally consists of improvements to the junctions of Brays Lane/Golden Cross Road and Brays Lane/ Ashingdon Road.
 - the County Council is aware that land ownership problems may make the adoption of the roads on the site difficult to achieve. Although it cannot insist that roads be adopted, this is its preferred course of action
 - the northern and southern accesses to the site need to be provided with adequate visibility and footway provision
 - the configuration and layout of other roads, footways and junctions on the northern part of the site was commented on with suggested amendment which would make the arrangements acceptable to the Highway Authority,
 - in relation to the southern part of the site, the highway layout was considered to be unsatisfactory given the existence and location of the balancing lake in the original submission.
 - it was noted that the minimum distance between the back of the footway and any garage door should be 6m and that driveway widths should accord with the dimensions laid out in the Essex Design Guide.
- 3.15 The **County Head of Planning** does not wish to make any strategic planning comments.
- 3.16 The **Director of Learning Services** at County Council commented that both schools within the catchment area for this development (Holt Farm Junior and Infant) are virtually full to capacity and would require additional accommodation to meet the additional pupil product that is likely to be generated by this development. This was originally calculated as 25 pupils but subsequently revised to 18 primary school aged pupils
- 3.17 On the initial assessment the County Council would be looking to provide relocatable classrooms at both the Infant and Junior Schools, however, on the basis of the revised assessment it is considered that only one relocatable classroom, at the Infant School, is necessary
- 3.18 The County Council policy is to ask for the full cost of additional provision to be met by the developers, which would need to be index linked and ensured by means of legal agreement
- 3.19 **Anghian Water** has raised no objections in principle, subject to the implementation of conditions to any permission which require:
- details of the surface and foul water systems to be submitted, approved and implemented,
 - that no building takes place within 3m of the centreline of a sewer crossing the site
- 3.20 The company indicated that the balancing pond shown would not be considered for adoption
- 3.21 The **Environment Agency** raises no objections, in principle, but makes the following comments.
- all surface water from car parking and other hard surfaced areas should be passed through trapped gullies before discharge,
 - foul and surface water should discharge to the main system,
 - there is an opportunity to make a conservation feature of the balancing lake,
 - any culverting or other works to existing land drains which will affect the flow will require the consent of the Environment Agency,
 - the Agency has identified a number of environmental enhancements that could be incorporated into the development

- 3 22 **English Nature** notes that Badgers are suspected, but not confirmed, on the site and advises that this is brought to the attention of the developer. The agency further comments that if the site does contain Badger setts or is an important foraging ground then it is advised that the developer seeks the advice of an ecological consultant.
- 3 23 Until a survey of the site is undertaken **English Nature** are unable to comment further but it advises that the developer will need to satisfy the requirements of the authority as set out in PPG9 paras 44-48.
- 3.24 **English Nature** also advises that, through a survey of the site, the presence of other protected species may be identified.
- 3.25 The **Essex Badger Protection Group** comment that a Badger survey has been carried out. There is evidence of Badgers in the area although there no sign of them on the site could be found. However a full survey could not be carried out due to the density of undergrowth on the site.
- 3.26 The **Woodlands and Environmental Specialist** advises that a tree and a flora/fauna survey is required to enable the proposals to be considered fully
- 3.27 The **South East Essex Amphibian and Reptile Group** feel that the site may be home to a variety of wildlife and recommend that an ecological survey is carried out in the spring of next year before any development takes place.
- 3.28 **Ashingdon Parish Council** object to the proposals on the following grounds:
- this proposal, and other developments, result in massive increases in traffic which cannot be accommodated on existing roads and will exacerbate existing problems,
 - density is considered to be too high, representing overdevelopment,
 - concern in relation to the number of existing trees to be felled,
 - existing sewerage system already suffers from blockages so the additional load will be unacceptable,
 - local amenities are overstretched, with local doctors and schools unable to accept more patients or pupils.
 - pedestrian and cycle access to Canewdon View Road should be considered,
 - proposals do not take into account existing access rights,
 - the land is marshland and not suitable for development, as shown by the drainage arrangements,
 - footpath area on the plan is bordered by properties which could present crime problems.
- 3.29 **Rochford Parish Council** indicates that it supports all the points raised by Ashingdon Parish Council
- 3 30 **Hawkwell Parish Council** fully supports the aspects raised by the Ashingdon Parish Council. Concerned that the infrastructure serving the site is already overloaded and this development will exacerbate the situation, ie traffic, schooling, doctors and sewage etc
- 3.31 **Canewdon Parish Council** is very concerned at the size of the proposed development and the effect it will have on infrastructure. This development will mean greater chaos for everybody Supports the Ashingdon Parish Council.
- 3 32 The **Rochford Primary Care Group** comments that it is working to improve GP provision but against a national shortage of GPs The PCG is keen to work in partnership with developers particularly in relation to GP premises

3.33 The **Southend Community Health Council** 'the CHC' and the following GPs have responded to consultations: Southwell House Surgery, Greensward Surgery, the Ashingdon Medical Centre and Woodlands Surgery. The following issues are raised;

- the CHC shares the concerns that local GP facilities are insufficient to be able to cater for extra demand and refer to earlier advice in relation to the under-doctoring of the Rochford area. Note that it is the responsibility of the Rochford Primary Care Group (PCG) to remedy the situation. The CHC will continue to press for improvements and, until this is fully resolved, feel that new development will place an intolerable strain on existing services.
- that surgeries have a closed lists and are unable to register new patients, therefore not clear how the development will be served,
- the Rochford PCG is aware of the lack of facilities and is looking at options to rectify this, but, until these have been explored and implemented the situation will not change,
- concern that the accessibility to medical and social services in the district is severely stretched and that further development will make the level of provision unacceptable,

3.34 The following schools have responded to consultations. Ashingdon School, King Edmund School and Holt Farm County Junior and, in the main, raise the following issues:

- new development can only add to forecast over crowding,
- further development should be opposed or the County Council should make early provision of additional places
- Governors at Ashingdon School are keen to increase yearly provision and feel that any additional numbers could be accommodated at the school,
- King Edmund School should, with a building programme at the school underway, be able to accommodate secondary school age pupils moving into the area,
- Holt Farm Junior currently has a virtually full pupil number in each year group
- further development will add to traffic which is already a serious issue outside the entrance to the Holt Farm Schools. If more development is to take place infrastructure needs should be addressed.

3.35 The **Head of Housing, Health and Community Care** has no adverse comments, in principle, but suggests the addition of conditions to any permission relating to the need for a method statement, a scheme for the control and suppression of dust and the control of any external plant or equipment. It is also suggested that the standard informative relating to the control of nuisance is attached to any permission

3.36 **Local Residents.** All residents neighbouring the site and on the opposite sides of Golden Cross and Canewdon View Roads were notified of the application. A public meeting was held on 21 April 1999 at the Ashingdon Memorial Hall and was very well attended. A local residents group has been formed called the Golden Cross Road Action Group. The Action Group and a further 60 local residents have responded to the consultations. They have, in the main and together with the discussion that took place at the public meeting, raised the following issues:

- Golden Cross Road is already too busy, inadequate and inappropriately used (as a short cut) to be able to accommodate the additional traffic,
- additional traffic will exacerbate the already unsafe nature of the local roads,
- Ashingdon Road is unable to accommodate any additional traffic,
- the junctions of Golden Cross Road with Brays Lane and Brays Lane with Ashingdon Road are inadequate and unsafe,
- an alternative access other than the northern access from Golden Cross Road, should be provided, ideally via Canewdon View Road. This would be as per previous assurances that no further access would be created from Golden Cross Road,
- access should not be made via Canewdon View Road,
- development will exacerbate current parking problems in Golden Cross Road,
- inadequate provision has been made on site for car parking,

- traffic calming may be required for Golden Cross Road, but should not be introduced without further occupier consultation,
- local surface and foul water sewers are at capacity/ already subject to problems/blockages and would be unable to accommodate any additional flows,
- there is an inadequate local water supply to serve the development,
- the surface water drainage system proposed, including the balancing lake [now removed from the scheme] is inadequate and potentially unsafe,
- inadequate education facilities/schools are available,
- inadequate health/doctors facilities are available,
- infrastructure improvements generally are required,
- the proposals will result in fumes and dust problems for local residents,
- the proposals include cul-de-sacs which are inappropriate on the potential crime and social grounds,
- the proposals will lead to the erosion of the countryside,
- the site is an infringement of the Green Belt,
- the site sets a precedent for future development,
- the site supports an abundance of wildlife, including badgers, which will be harmed or lost, inadequate ecological surveys have been carried out,
- the site has a substantial number of trees on it, some of which are preserved, development will result in the loss of trees and hedges,
- garden sizes are inadequate,
- the development will result in a change in the character of the area,
- development will result in the loss of views,
- existing properties will be overlooked,
- the 3 storey houses proposed are inappropriate in terms of character and will result in overlooking,
- plot widths are inadequate,
- 1m separation between dwellings is not achieved in all appropriate cases,
- the back to back distance between the proposed housing is inadequate,
- the ownership of the central area identified to be a public open space is not known and, therefore it cannot be guaranteed or the subject of a legal agreement.

Second Round Consultations:

(the responses below were made after the additional information was provided and the revised scheme had been submitted)

- 3.37 The County Surveyor raises no objections in principle. He indicates that the scheme will require off site highway improvements to be agreed between the developer and the County Council but generally consisting of improvements to the junctions of Brays Lane/Golden Cross Road and Brays Lane/Ashington Road. These are to be secured by a legal agreement.
- 3.38 On the site, the Surveyor, makes comments in relation to:
- the radius, visibility splays and footways to be provided on the access routes
 - the need for an overhang strip within the site,
 - the required width for vehicle hardstandings and where the plots shown will need to be modified to accommodate these,
 - the need for driveways to be at right angles to the road, and where modifications are necessary to meet this requirement,
 - the requirement for sight splays on the junctions within the site
- 3.39 The Surveyor also suggests a number of conditions be attached to any permission which will specify the treatment and construction of roads prior to dwelling occupation, the timing of the provision of services and the finishing of roads, the details of the provision of the emergency access, the provision of driveway visibility splays and requirement for an adequate length of each driveway to be utilised for vehicle parking.

- 3 40 The **County Head of Planning (Design Advice)** has inspected the plans and makes a number of detailed comments about the design and layout proposed, in summary these are,
- in one situation an adequate back to back separation distance is not achieved,
 - in four locations the properties are such that continuity of frontage is not provided,
 - some properties should be moved closer to the highway,
 - one of the areas of open space is likely to be car-dominated,
 - some areas of adoptable highway can be reduced,
 - questions the status of the emergency access,
 - comments in relation to the footprint, layout and appearance of a number of the proposed house types for the site
- 3 41 **Anglian Water** has considered the drainage report submitted by the applicants and has commented on the options set out. It does not suggest an ideal option and the comments are set out more fully in the issues section below.
- 3 42 **Environment Agency** have considered the drainage options report and indicate that two of the options suggested in relation to surface water are acceptable to it. This is discussed more fully below
- 3 43 **English Nature** refers to the ecological report submitted by the applicants and notes that a protected species i.e. Slow Worm has been identified on the site and comment that preserving such species in-situ is preferable to relocation and notes the comment in the report that further survey may be required. It is pointed out that the authority needs to be satisfied of the measures taken in relation to government guidance
- 3.44 The **Essex Wildlife Trust** feels that the ecological report represents the bare minimum of information and it identifies further areas to be addressed. It is noted that the survey took place in mid-summer not in a more appropriate cooler time of the year. It is suggested that local groups are contacted to enable to collation of more information. When that has been achieved attention can be given to the measures to mitigate any harm the development may cause. It is recommended that any open space on the site is designed with the habitat creation and enhancement in mind
- 3.45 The **Essex Badger Protection Group** makes no further comments in addition to those made previously
- 3.46 The **Woodlands and Environmental Specialist** comments that, in relation to the on site trees, most of the category A trees are to be retained along with grouped trees and hedging. It is unfortunate that one of the TPO trees on the site is to be lost. The replanting proposed is extensive and, if the right species are involved, it will be a comprehensive, meaningful scheme. In relation to the wildlife survey this is considered to be inadequate and approved guidelines have not been followed. It was not spread across a reasonable time scale and no consultation took place with statutory and non statutory groups. Generally insufficient information is provided on the wildlife issue.
- 3 47 The **Head of Leisure and Client Services** has considered the drainage options report and comments as follows
- concerned that the on site roads and drainage systems may not be adopted,
 - two of the four drainage options would be acceptable, one is not and the fourth requires more information to be provided. These comments are discussed more fully in the issues section below.
- 3 48 The **Essex Police Crime Prevention Officer** has not commented in relation to this application, but has in the last few days made comments in relation to the second application now received. The comments received, in the main, raise concern in relation to the degree to which unauthorised access could be gained to the rear of properties and driveways may be unsupervised.

- 3 49 The **Rochford Parish Council** supports any comments made by the Ashingdon Parish Council
- 3.50 **Local residents** have been consulted on the revised proposals and, in the main and in addition to those already set out above, have raised the following issues:
- drainage systems are inadequate and only one of the options set out in the drainage report is feasible (discussed below),
 - the plans show the extension to Nelson Road which may lead to pressure for more development in the future,
 - some of the plots shown do not have garages provided, if they are provided later this will reduce garden sizes,
 - the proposed access results in the demolition of an adequate and sound existing house,
 - too many houses are being located in the site of the demolished house,
 - the ecological survey is neither exhaustive or adequate, some of its conclusions are incorrect,
 - it is not clear where financial contribution to be made for educational purposes will go,
 - some aspects of the on site highway layout are flawed,
 - object to the off site road improvements,
 - all developers should be treated equally with regard to the policies and guidance in the Local Plan and elsewhere,
 - not clear how the open spaces will be maintained,
- 3 51 In addition to the above letters of objection, 7 letters in support of the proposals have been received urging the authority to make a decision to grant approval

Material Planning Considerations

- 3 52 There is clearly an extensive range of issues raised by these proposals. The starting point for the consideration of the proposals must be the fact that the authority has identified the land in the Local Plan as being suitable for residential development. In principle then, the acceptability of residential development is already established. In addition, the authority has not included any further guidance in the Local Plan in relation to the form that development should take on the site, where access should be, or whether there are particular requirements to be met on development. In the situation that prevails therefore that authority must consider whether the proposals made represent an acceptable form of development, given that it has not set any pre-requisites for the site. It should not endeavor to set out now, parameters for the development of the site which would not be evident to a potential developer either from the Local Plan or the normal consideration of the characteristics of a site
- 3.53 The key issues are:
- Access and Highway implications
 - On site design issues
 - Impact on tree cover on site
 - Impact on existing wildlife on site
 - Surface and Foul drainage
 - Educational and Health Service Provision
 - Amenity open space provision

Access and Highways

Access via Canewdon View Road

- 3 54 Many residents have questioned why Canewdon View Road is not being used as an access. This has been explored fully with the applicants. The road has an unidentified ownership. There is a process whereby the road could be brought up to adoptable standard and taken over by the County Council. However this requires the developer to make up the road, publicise the likely adoption of the road and allow a period of time during which objections to the process can be made. This would involve considerable expense with no guarantee that the road would be adopted or available to Wilcon Homes and requires a period of up to two years to elapse.
- 3 55 It has been investigated as to whether insurance could be taken out by the developer to cover the eventuality that an owner does come forward and deny access. The developer explains that, whilst this is feasible for a single property, these proposals involve a considerably greater number of dwellings with a considerably higher premium. In addition any insurance would have to cover the marketing exercise of the company which could not take place until a usable access is established and the fact that if access is denied the company is effectively left with an un-implementable permission. It is considered unlikely that effective insurance could be gained.
- 3 56 Taking into account the points made by the developer it is considered unreasonable to require the developer to further explore the possibility of and gain access to the northern half of the site via Canewdon View Road. If the Local Plan had specified that such an access should indeed be provided then the authority would have stronger grounds to ask the developer to do so. In this case however, no such specification is given in the Local Plan and an alternative access is put forward which is deemed acceptable. For these reasons it is not considered that access via Canewdon View Road should be pursued.

Off site road improvements

- 3 57 The Highway Authority have indicated that the junctions of Brays Lane with Golden Cross Road and Brays Lane with Ashington Road are already inadequate. Improvements to these junctions are already required as a result of the existing traffic levels.
- 3.58 The proposals will introduce additional traffic to these junctions. As a result, the Highways Authority considers that it is justifiable to require the developers to, at least partially, fund the required improvements. The developers have agreed, in principle, to provide a financial contribution to the County Council to assist in this regard. This would be secured by means of a section 106 Legal Agreement
- 3 59 Given the willingness of the developer and the in principle acceptability of the site (which will generate traffic which ever way it is developed) it is not considered that any objection to the planned road improvements could be sustained.

On site layout issues

- 3.60 The Highways Officers and Design Advice Officers have made comments and suggestions with regard to the layout. In some cases minor amendment is required to meet specific layout standards. There are instances where the suggestions of both Officers cannot be achieved. For example, design advice is that dwellings should be located close to the highway edge, this can conflict with the provision of adequate visibility

- 3.61 The developer has indicated that, where the advice is not in conflict, the suggested and required changes can be accommodated by minor amendments to the submitted layout. Their provision can be ensured by conditions attached to any permission. In this case, as a decision on the application is not being made, that authority can indicate that it is content with this aspect of the proposals subject to the appropriate amendments. Having considered the layout submitted and the comments of the Highway and Design Officers it is considered that these can be accommodated without unacceptable implications for the safe layout aspirations of the Highway Officers whilst, at the same time providing a layout acceptable in design terms.

On site parking provision

- 3.62 The guidelines laid out in the Local Plan are that two parking spaces (one of which may be a garage) are provided for dwellings with up to and including three bedrooms. Over that number three spaces are required, again one of which may be a garage. These guidelines are achieved on the layout shown, with the exception of plot 30. Adequate arrangements could be achieved on this plot simply by moving the garage further back into the plot. It is considered that adequate parking facilities are provided.

- 3.63 Actions which could be taken to reduce crime prevention concerns would require all parking to take place in property frontages and significant realignment of properties to achieve adequate parking. Such alterations are likely to run directly counter to the advice of the County Design Advisor referred to below and have a significant implication for the capacity of the site. Given the conflicting aims of crime prevention and design advice and the fact that crime prevention advice has not been received until some 6 months after original submission, during which time layouts have been discussed and amended, it is not considered reasonable to resist the proposals on the basis of the crime prevention advice.

Design Issues

Housing Design

- 3.64 The County Design Advisor has, as indicated above, made some comments in relation to the appearance of the properties. The context of the site has to be taken into consideration. This site, if developed, will form an addition to existing areas of mid and late 20thC suburban development. Whilst there are some aspects of the design of the dwellings which could be changed to more accurately reflect traditionally designed Essex dwellings, it is not considered that the current designs are unacceptable for the location or are a basis on which the proposals should be resisted.

Property separation

- 3.65 The guidance given by the authority is that it wishes to achieve a separation distance of 1m between dwelling buildings and the side curtilage boundaries. This applies to detached dwellings and the single side boundaries of semi detached or end of terraced properties where these are not attached. As the proposals currently stand, this separation distance will not be achieved at 24 locations on the site.
- 3.66 Whilst this situation does not accord fully with the guidance, care has to be taken with regard to the weight to be attached to this matter given the range of other issues that are raised by the proposals. It is also necessary to be clear as to whether identifiable harm will be caused by the fact that this guidance is not met. In the light of this, it is considered that the weight to be attached to this matter should not be so significant that the proposals are resisted on this basis.

Garden Areas

- 3.67 The Local Plan guidance is that rear gardens should be a minimum size of 100sqm unless the house type is one where the exceptions to this guidance, set out in Appendix 1 to the plan, apply. The exceptions are that properties with only one or two bedrooms need only have a garden area of 50sqm and, where three bed houses are provided in a terrace, the garden should have a depth of 2.5 times the property width, to a minimum area of 50sqm.
- 3.68 Considering this guidance, there would appear to be 12 properties on the submitted layout where the garden area to be provided is below the guideline figure. Of those 12, seven have a shortfall of only up to 10%. The remainder have more significant shortfalls. Amendments could be made to the layout requiring the repositioning of garages, the reduction in an area of undeveloped space and the change in a house type. If this occurred these more significant shortfalls could be avoided. There are a number of other properties which are to be developed in a terraced style where the garden area is to be at least the minimum 50sqm but the length of garden is not 2.5 times the depth.
- 3.69 Given that the number of properties with a shortfall is a small minority of those to be provided, that changes can be made to redress the situation and that although minimum areas are provided, even if the configuration is not in accordance with the guidance in all cases, care has to be taken with regard to the weight to be attached to this matter. Again it is not considered, on the balance of all the relevant matters raised by this proposal, that they should be resisted on this point.

Inter-relationship between properties

- 3.70 There are two locations on the layout where the relationship between the proposed properties is less than adequate when compared to the guidance and advice in the Essex Design Guide. The distance between the rear elevations of the properties on plots 45 and 51 is only 20m where the Design Guide suggests that 25m is the minimum required. Adequate separation can be achieved by altering the location of the dwelling on plot 45 (there being ample room to move it) or by changing the house type on plot 51. This is a point raised by the County Design Advisor and the developers indicate that it is already being addressed.
- 3.71 Plot 50 has a dwelling which is located close (1.5m) from the rear boundary and has a garden area to the side. The design is such that only obscure glazed windows will be provided in the rear elevation. The design does however, allow unreasonable close overlooking of an existing property on Nelson Road. As a result an amendment to the design or layout should be implemented here. This has not yet been explored with the developers but it is considered likely that a suitable amendment to the form or type of dwelling could be achieved here.

Trees

- 3.72 The site does have significant tree coverage. When considering the impact of the development on the trees the Authority must bear in mind that the site is allocated in the Local Plan for residential development and when that allocation was made it was clear that a significant change to the character of the site would occur on development. There is no stipulation or indication in the Local Plan that a particular form or density development is required because of the characteristics of the site.
- 3.73 A tree survey has been submitted. As part of the survey the applicants have used an assessment method to assign value to the trees and hedges individually. They are characterised in groups varying from those which are fine and healthy and should be retained to those which are poor specimens which should be removed. The report and the layout submitted show that the applicants have attempted to achieve a situation where a greater proportion of the higher quality trees are retained whilst a greater proportion of the lower quality trees are lost.

- 3.74 Three trees on the site are the subject of Tree Preservation Order 7/90 all of which are Oaks Of those, the layout proposes that one is lost and two are retained. Given the overall nature of the site, and the layout that has been designed to achieve maximum high quality tree retention, it is considered that the proposals are acceptable on this point. It is not considered, given the overall level of tree retention and the scope for significant additional new planting, that the proposals should be resisted on the basis of the loss of this tree

Wildlife

- 3.75 An ecology survey has been carried out on the site and submitted by the applicants. It is claimed that the aim of the report is to provide, inter alia, an assessment of the ecological impact of the proposed development and identify constraints or mitigation measures required.
- 3.76 It is clear that the assessment undertaken was a preliminary survey, indeed it is actually quoted as such. It is also clear that no statutory and non-statutory bodies were contacted by the consultant organisation in drawing up the report and that the inspection of the site took place on a single day in summer of this year.
- 3.77 Through the survey process a single protected reptile species (slow worm) was identified. However, the consultants recommend additional surveying be carried out at other times of the year. The recommended mitigation measures involve the creation of woodland edge habitat and that a clearance exercise be carried out to ensure the removal of protected reptile/amphibian species.
- 3.78 It is considered that an adequate survey and recording exercise has not yet been carried out. In addition whilst national guidance, and that of English Nature, is that the conservation of populations in situ is the favoured option, there is no justification presented as to why this is not a tenable option for this site. This, together with the recommendations in the report that further surveys be carried out, leads to the decision that inadequate investigation of the impact of the proposals on wildlife has been carried out on which to soundly base a determination of the application.

Drainage

- 3.79 There are two aspects to the drainage on the site to be considered. The first, which has raised considerable local concern, is the question of foul water drainage. Local residents indicate that there is a recent history of blockages and other problems to the foul water system in Golden Cross Road. The authority has no records of such problems.
- 3.80 Consultants who have carried out investigation work for the developers state that there are four public foul sewers in the vicinity of the site. This is confirmed by Anglian Water records. Despite local residents concerns, Anglian Water have indicated that the adjacent sewers have sufficient capacity to accommodate the foul water discharge from the site. Of the available sewers two run in Nelson Road and the agricultural land to the east of the site. Linkage to these routes is likely to avoid additional strain being placed on the route in Golden Cross Road. It is clear that sufficient capacity is available and, detailed connection options, perhaps avoiding any connection to the Golden Cross Road sewer, could be dealt with by means of conditions on any permission. It is considered that this is not a matter on which the proposal should be resisted.

- 3.81 The second aspect is the method of dealing with surface water drainage (the rain water run off from roofs, roads and other hard surfaces) This is where four options have been put forward in a consultants report One of these options has been identified as the favoured option by the Head of Leisure and Client Services. The developers have explored this further with Anglian Water and their consultants and now expect to use a mix of options In summary it is likely that surface water will be dealt with by a mix of soakaways (where feasible) and piped gravity drainage to an outlet in the Brays Lane area. The route will avoid a link into Golden Cross Road sewers (which is difficult due to the presence of many existing sewers) and will avoid some disruption in the area due to a reduced requirement to dig up the road It is considered that an adequate and technically feasible option can be achieved

Educational and Health Facilities

- 3.82 Many residents locally have identified shortcomings in the provision of these facilities The Education Authority has identified a need, as a direct result of the development proposals, to provide additional classroom facilities at a local infant school. The developer has undertaken to provide financial contributions acceptable to County Council and this would be secured by means of a Legal Agreement.
- 3.83 Although the patients and providers of health care have suggested shortcomings in the services, the strategic body (Primary Care Group) has indicated that it is its responsibility to ensure that adequate services are provided and it is pursuing this matter Local Plan policy does not indicate that inputs into the provision of these services are required from developers and neither have the PCG been able to identify specific service areas where shortfalls could be directly attributed to the proposed development. It is clear that the adequacy or otherwise of health services is a strategic issue, which the PCG is addressing It is also clear that any shortcoming is not a matter on which these proposals could be resisted.

Amenity Open Space Provision

- 3.84 Various areas of land on the site are proposed to be laid out as amenity spaces In the centre of the northern part of the site is an area of land for which ownership is unknown and which is to form one of those areas of open space. Despite the unknown ownership of the land, the developers have indicated their willingness to treat the land in the way specified and to have this action required of them by means of a Legal Agreement. It is possible, despite the lack of ownership, for the developer to undertake to treat the land in a certain way in a Legal Agreement By this method the Authority retains control of the use of the land as, if a substantiated claim of ownership is made the Authority can then use compulsory purchase powers to control the ownership of the land, with a covenant in the Legal Agreement that any costs are met by the developer.

Conclusion

- 3.85 The range of issues set out above are considered to be those which are the main ones relevant to the application Only one aspect of the proposals, as they currently stand, has not been adequately addressed or could not be so addressed by minor additional information. This is the question of the sufficiency and therefore the conclusions of the wildlife survey.
- 3.86 As set out above however, the Authority is not now able to make a decision on the application due to the non-determination appeal, it must however, resolve what its decision would have been had it been able to determine the application This does not preclude an indication that a grant of permission would be appropriate, indeed such a course of action has been followed on applications that merit it. In this instance, however it is concluded that the inadequacy of the Wildlife survey is the sole issue that would have prevented a sound favourable determination of the application.

3 87 Accordingly, it is considered that this is the only substantive matter which should form the basis of the Council's statement on appeal

3 88 Furthermore, there are a number of aspects of the proposals, that are only satisfactorily addressed if the applicants are willing to enter into a legal agreement to undertake certain actions. Again these were set out in the report above and are:

1. Provide an adequate financial contribution to assist in the implementation of off site road improvements,
2. Provide an adequate financial contribution to ensure the provision of a new relocatable classroom unit at the local infant school; and,
3. Provision, management and maintenance of undeveloped spaces and to agree to meet costs of compulsory purchase or other actions required to retain the undeveloped spaces as such

In the statement of case the authority will need to make its view known that these matters must be adequately dealt with and by the conclusion of a legal agreement (or unilateral undertaking)

3 89 In addition to putting forward its case, the Planning Inspectorate recommends that the Authority continues to negotiate with applicants after appeals have been lodged to investigate whether matters, which do not go to the principle of proposals, can be resolved. As well as that, the Authority has received the duplicate application referred to above.

The other matters, which have been identified in this report, which are not considered to go to the heart of these proposals are as follows:

1. Minor amendments to the roads and layout to meet the requirements of the Highways Officers and County Design Officers;
2. Amendment to position of garage on plot 30 to achieve appropriate parking provision,
3. Amendment to layout or house types to reduce the number of plots with shortfalls in garden provision; and,
4. Minor alteration to layout or house type to avoid inter-relationship problems

It is considered that negotiations should continue with the applicants to resolve these outstanding issues. Any that remain unresolved, at the discretion of the Head of Planning Services, be included in the Council's case on appeal as secondary issues, albeit not reasons for resisting the proposals in principle. The principle issue remains as the inadequacy of the Wildlife Survey.

Recommendation that this Committee resolves:

3.90 The Corporate Director (Law, Planning and Administration) recommends that Members confirm that the way forward and the Council's response on the appeal is as set out in the conclusions above

99/0000175/FUL



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Committee Report

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Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**
On : **28 OCTOBER 1999**
Report of. **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title : **ERECT TWO, 2 STOREY DWELLINGS
LAND ADJACENT 4 THE WESTERINGS, HAWKWELL**
Author : **Kevin Steptoe**

Application No. **99/00301/OUT**
Applicant. **MR M BROWNING**
Zoning : **RESIDENTIAL**
Parish. **HAWKWELL PARISH COUNCIL**
Site Frontage: **26m**

Planning Application Details

- 4.1 This is an outline application with siting and means of access to be dealt with at this stage. The proposal is that two new units be created to the west of 4, The Westerings, and in what is currently the rear garden area of 21 High Mead. The plot widths will be 11.5m and 13.5m approx and the depths from 15m at the shortest to 24.5m at the longest.
- 4.2 Indicative plans have been submitted showing the properties to be 2 storey and 4 bed. At the front the eaves level is shown to start at the top of the ground floor.

Relevant Planning History

- 4.3 Two applications were made in 1988 which are relevant to this site. Each was for a chalet style property, one being located on the western most of the plots now proposed and one on the site of what is now 4 The Westerings. Both were refused on the basis of visual amenity, over development and privacy issues. An appeal was lodged in relation to the property 4 The Westerings. This was allowed and subsequently the property built. The decision on the other application was not appealed against.

A handwritten signature in dark ink, appearing to be 'R. V.' or similar, written in a cursive style.

Consultations and Representations

- 4.4 The County Surveyor raises no objections subject to three parking spaces being provided to each plot, 1.5m visibility splays being created at the front and that driveways are constructed in permanent materials to be agreed.
- 4.5 The Environment Agency and Anglian Water have no objections
- 4.6 The Head of Housing, Health and Community Care recommends the addition of standard informative SII6 to any permission.
- 4.7 The Head of Corporate Policy and Initiatives states that the base of the Oak tree that was on the frontage of the site had scars and open heart wood. It would have been unlikely to have warranted TPO status
- 4.8 Hawkwell Parish Council has no objections subject to the agreement of the Highway Authority and that adequate parking spaces are available.
- 4.9 Five letters have been received from local residents and, in the main, the following issues are raised:
- the proposals would appear as cramped and represent over development,
 - the houses would unreasonably dominate and overlook existing housing,
 - development would exacerbate present traffic and parking problems on the Westerings,
 - the Oak tree on the site would be jeopardised,
 - the proposals are out of character with the area.

Material Planning Considerations

- 4.10 In this case the main issues to be considered are the impact that the proposals will have in relation to the character of the area, privacy and overlooking and the impact on trees on the site.

Character

- 4.11 The site is located in a residential area and is one where, in principle, residential development is acceptable. The proposals do meet the minimum requirements of the authority, laid down in the Local Plan, in terms of parking spaces, frontage widths, side separation between properties and minimum garden areas
- 4.12 In relation to the impact on the visual character of the area, it is considered that, given the nature scale and type of other existing development in the locality, the proposals are acceptable
- 4.13 However, it is considered that the inter-relationship between the proposed plots and other existing properties is poor and will lead to resultant problems of lack of privacy and overlooking to the detriment of existing and future residents. Guidelines set out in the Essex Design Guide for situations similar to this require that the closest distance between the proposed and existing housing should be 15m. In this case the eastern most plot is within 8.5m of 21 High Mead and approx 12m from 11 High Mead. This proximity will lead to unacceptable overlooking.

Trees

- 4.14 There are some existing trees on the frontage of the plot. Only one of these, an Oak, was of sufficient significance to warrant consideration as part of the application. Unfortunately the tree was removed after the submission of the application. It was not protected by TPO and no action to prevent removal could be taken. Members will note the comments of the Head of Corporate Policy and Initiatives who caused the tree to be inspected during its removal

Conclusion

- 4.15 Although the proposals are located in an area where residential development is acceptable in principle, they have an unacceptable impact in relation to privacy and overlooking and should be resisted on that basis.

Recommendation that this Committee resolves:

- 4.16 That the application be **REFUSED**

- 1 The eastern most of the two dwellings proposed is located such that it is in close proximity to other existing properties to the east and north of the site. As a result the construction of two storey dwellings in the location shown would have a detrimental and unacceptably harmful impact on the privacy and residential amenity of existing neighbouring occupiers and overall the proposals would result in a cramped form of development with a poor relationship to existing properties. The residents of the new eastern most property will suffer a similar reduction in acceptable amenity standards.



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Committee Report

5.



Rochford District Council

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

On: **28TH OCTOBER 1999**

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

Title: **VARY CONDITION 3 OF PERMISSION ROC/634/90 TO ALLOW THE DEPOSIT OF WASTE COLLECTED BY SOUTHEND ON SEA BOROUGH COUNCIL AND ROCHESTER DISTRICT COUNCIL BETWEEN 0830-1600 HOURS ON 3RD JANUARY 2000. BARLING LANDFILL, BARLING MAGNA**

Author: **Hannah Baker**

Application No. **99/00582/CM**

Applicant: **CORY ENVIRONMENTAL LTD**

Zoning: **METROPOLITAN GREEN BELT, ROACH VALLEY NATURE CONSERVATION ZONE, COASTAL PROTECTION BELT, SPECIAL LANDSCAPE AREA**

Parish: **BARLING MAGNA PARISH COUNCIL**

Planning Application Details

- 5.1 This is a County Matter application on which this Authority is a consultee, the decision being made by Essex County Council as Mineral Planning Authority. It seeks to vary Condition 3 of Planning Permission ROC/634/90 for mineral extraction with landfill at Barling Marsh, which states:

"The operation authorised, required or associated (including lorry movements) with the development hereby permitted shall only be carried out between the following times,

*0700 – 1800 hours Monday to Friday
0700 – 1230 hours Saturdays*

and at no other time or on Sundays and Public Holidays, unless otherwise agreed in writing with the Mineral Planning Authority (MPA)."

- 5.2 The variation proposed by this application is as follows:

To allow the deposit of waste collected by Southend-on-Sea Borough Council and Rochford District Council between 0830 – 1600 on 3rd January 2000 (New Year Bank Holiday Monday)

Relevant Planning History

- 5.3 There is planning permission on the site for the extraction of sand and gravel, the use of the resulting excavations for landfill and for construction of the haul road, Condition 3 cited above in Planning Application Details was part of the original 1990 approval
- 5.4 Since this decision a number of applications have been made proposing the variance of Condition 3 to enable the landfill site to be open on Saturday afternoons post public holidays. This culminated with permission being granted by the County Council in December 1998 to vary Condition 3 so that the landfill site can be opened between 1230 – 1630 hours on Saturdays after a Public Holiday on 11 specific dates, 8 Saturdays in 1999 and 3 Saturdays in January 2000, solely for waste collected by Essex District Councils/Southend-on-sea Borough Council the latter dates being the first three Saturdays in 2000 after 1st January. In making this decision, the County Council accepted this Council's wishes to grant permission for an additional year only to enable the situation to be monitored and received rather than grant a permanent variance of the condition as sought by the applicants.

Consultations and Representations

- 5.5 In this case consultations have been carried out by the County Council. In addition this authority has consulted the Parish Council and placed a site notice. To date no responses have been received, but any received will be reported to the Committee.

Material Planning Considerations

- 5.6 The main consideration, in relation to this application is the impact on the amenity of local residents if the site is permitted to operate on the identified day. The company estimates that vehicle movements will be a maximum of 60 loads (120 two way movements) on that day. This is far below the normal weekday work rate of 180 loads (360 two-way movements) as well as the Saturday maximum total of 90 loads (180 two way movements). The request clearly is to allow the effective disposal of waste that will be collected over the holiday period. Given that the haul road will be used (as in normal operations) it is not considered that the proposal will result in an unacceptable impact on amenity.

Recommendation that this Committee resolves:

- 5.7 The following comments are forwarded to the County Planning Authority in response to the consultation on this planning application.
- 5.8 The District Planning authority has **NO OBJECTIONS** to raise to the proposal.

99/00582/CM



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Committee Report

6.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On : **28th OCTOBER 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title **RETENTION OF EXISTING FENCE AND GATE (MAXIMUM HEIGHT 2M) CONTRARY TO CONDITION 3 OF ROC/611/80
56 LOWER ROAD HULLBRIDGE**
Author **Mark Mann**

Application No **99/00471/FUL**
Applicant **MR & MRS DOBSON**
Zoning : **METROPOLITAN GREEN BELT, RESIDENTIAL**
Parish **HULLBRIDGE**

Planning Application Details

- 6.1 The application would normally fall to Officers to determine under delegated authority. However, as the neighbour objection would trigger a Ward Member consultation and one of the Ward Members is herself a neighbour to both applicant and objector, it is considered appropriate to bring to Committee for determination. The proposals also involve giving consent under the terms of a Legal Agreement.
- 6.2 This application relates to the retention of an existing gate and fencing that has been recently erected. Following the receipt of an objection to the fence from a neighbour, the applicant was invited to submit this application. Normally such a fence would not require planning permission. However, in this instance permission is required because of a planning condition.

Relevant Planning History

- 6.3 ROC/611/80 Planning permission was granted to extend the residential curtilage of No. 56 Lower Road into land at the rear of the property. This was granted subject to a number of conditions one of which prevented the erection of any fence other than a one metre in height chain link fence or post and rail along the southern, eastern and western boundaries of the site without the prior consent of the Council. Another condition restricted the erection of any buildings or structures on the site, again unless consent was forthcoming. A Legal Agreement was also entered into as outlined below.

Consultations and Representations

- 6.4 As a result of the site notice and the neighbour consultation letters, one letter of objection has been received from the occupiers of an adjoining property. They object most strongly to the erection of the fence and gate on green belt land as it is a breach of a planning condition. They are also concerned that the submitted plans and photographs do not state in writing the number of fences and gates that have been erected or their location. Further, in their view the applicants should provide documentary evidence of the ownership of this land. The objectors think that the Council should ensure that the applicants have not infringed onto any land that they do not legally own and reject the application and ensure that the fence is returned to its original height of a metre, so that the community can see over the 'green belt land' and countryside.
- 6.5 The County Surveyor raises no objection.

Material Planning Considerations

Retention of fence and gates

- 6.6 The key issue in this case is the question of the original Condition No 3 on Planning Permission ROC/611/80, the reasoning for which was 'to enable the Local Planning Authority to control the appearance of the land in the interests of visual amenity'.
- 6.7 The application proposes the retention of elements of fencing already erected. Two short lengths on the boundary fronting Cranleigh Gardens and a substantial length on the western flank boundary of the site which abuts Hullbridge Evangelical Free Church. Clearly, the short lengths along Cranleigh Gardens are open to the widest public view from this unmade road in this small plotland area. The fencing here, together with the substantial hedging on the remainder of this boundary to the site, is not out of character with the general frontages to the rear of Lower Road in this plotland area. Likewise, the continuous run of panelled fencing on the western boundary is not inconsistent with a number of other fence enclosures in the general locality.
- 6.8 Policy H24 of the Local Plan which seeks to safeguard the amenities of residential areas by resisting proposals which are likely to significantly damage the residential amenity of the area. However, despite the concerns of the objectors, the fencing does not harm their amenities to any significant extent as only a small proportion of the extended garden abuts their own property and, indeed, none of the fencing included within this application relates to common boundaries between the two properties concerned.
- 6.9 Although, the fencing lies within the Green Belt, Policy GB1 does not strictly apply as this relates to new buildings, changes of use of buildings, or extensions to buildings. Policy GB9 relates to the extension of domestic gardens into the Green Belt. Whereas this has already been undertaken with planning permission, this is only accepted in exceptional circumstances where it will not cause harm to the visual appearance of the Green Belt. Most of the fencing erected can only be seen from the gardens of the adjoining properties with only a little being seen from a private road, Cranleigh Gardens. The garden areas of the properties that back onto this road are enclosed by a mixture of fencing and high hedging and trees. The fencing and gates do not therefore have a significant impact on the appearance of the Green Belt. Only part of the fencing is stained a dark green at the moment, the applicant stopping work on the fence once notified that he was in breach of the planning condition. It is the applicants' intention to continue to stain the rest of the fence this colour.
- 6.10 Some longer serving Members may also recall the question of garden extensions to nearby properties in Lower Road, the other side of Kingsway, was an issue circa 1990 and on Appeal in 1991 permission was allowed for the retention of garden enclosure, without any conditions controlling fencing or access thereto or, indeed, removal of any other Permitted Development rights.

6.11 The applicants, in support of their application, state that they were unaware of the planning condition restricting the erection of fences and gates having just purchased the property a year ago. The fence was put up for security and safety reasons following problems with trespassers and the dumping of rubbish and debris.

6.12 Notwithstanding, the applicants' ignorance of the existence of the condition, his justification in terms of the need for the fence, or the concerns of the objector; the material considerations remain the relevant policies of the Local Plan, any relevant national guidance and the rationale for condition 3 in the first place, i.e. visual appearance.

6.13 In Circular 5/94 the Government recognises that the planning system can be an important factor in a successful crime prevention strategy and that crime prevention is a material consideration in the determination of planning applications. The applicants wish to secure his rear garden is therefore material to the consideration of this application, although of course other measures could also be pursued, thus this is not considered a determining issue.

Legal Agreement controlling access across the land

6.14 In addition to conditions, a legal agreement was entered into at the time of the above application. This stated that no buildings shall be erected on the land; that the land should be used solely for a purpose incidental to the enjoyment of the dwellinghouse and that no roadway, footpath or other means of vehicular or pedestrian access shall be constructed on or over any part of the land. When the applicants bought the house a year ago an access gateway already existed onto the private road. Apparently this enabled the previous owners to store a caravan on the land. Clearly, this must have been a very intermittent use, as no hard surface exists connecting the gateway to Cranleigh Gardens, the land still appearing as a continuation of the grass verges to the unmade road. The applicants also may wish to use the access for a similar purpose and the legal agreement provides that this may be done if consent is given in writing by the Local Planning Authority. The applicants now request that this consent be granted to regularise the matter they inherited from the previous owners who had been using this for some considerable time.

Conclusion

6.15 That permission be granted for the retention of the fencing and gates as applied for and also consent be given for the vehicular and pedestrian access onto Cranleigh Gardens.

Recommendation that this Committee resolves:

6.16 That the Corporate Director recommends

(a) that this application be **APPROVED** unconditionally

(b) that consent be issued under the terms of the legal agreement for the vehicular and pedestrian access onto Cranleigh Gardens



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**Committee Report
Referred Item**

R7



Rochford District Council

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

On : **28TH OCTOBER 1999**

Report of : **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)
- ADDED TO THE SCHEDULE**

Title : **RETROSPECTIVE APPLICATION FOR THE RETENTION OF AN
EXISTING HAUL ROAD
WILLOW POND FARM, LOWER ROAD, HOCKLEY**

Author : **Peter Whitehead**

The Chairman to decide whether to admit the following item on grounds of urgency

This application was included in Weekly List no. 494 requiring notification of referrals to the Corporate Director (Law, Planning and Administration) by 1 00pm on Wednesday 27th October 1999, with any applications being referred to this Meeting of the Committee. The item was referred by Councillor D. Flack.

The item which was referred is appended as it appeared in the Weekly List together with a plan.

Application No . 99/00245/FUL

Zoning : Metropolitan Green Belt, Coastal
Protection Belt, Special Landscape Area

Hullbridge Parish Council

Location · Willow Pond Farm Lower Road Hockley

Proposal Retention and Alteration of Existing Unauthorised Haul Road to Serve as
Path for Equestrian Use

Hullbridge Parish Council objects to the proposal on the grounds that the site is located within the Green Belt and in an area of special restraint. The Parish Council considers that if the haul road is allowed to become permanent, the land could possibly become sub-divided and be the subject of further planning applications for development.

NOTES:

Permission was granted for the construction of a new flood defence embankment to the north of Hockley Mobile Homes Estate and Willow Pond Farm, ref ROC/131/97. The borrow pit used to provide the required bunding material was situated on Willow Pond Farm. A haul road of simple hardcore construction was provided across Willow Pond Farm to serve vehicles engaged in this construction work, although this did not form part of the planning application or, ultimately, the permission. Other land disturbed by the construction work has now been re-landscaped as part of an agreed restoration scheme, including the removal of another temporary haul road constructed to the north of Hockley Mobile Homes Estate. However, the owner of Willow Pond Farm is keen to keep the haul road running across his land, to serve his equestrian use of the site (Permission has been granted to use the site for the breeding, sale and training of horses).

The current application, submitted by the Environment Agency (which constructed the haul road and carried out the sea defence works), proposes the amendment and permanent retention of part the haul road, which runs for some 180m from east to west across Willow Pond Farm. A brief statement submitted by the Applicant advises, as follows: -

"It is proposed that an existing temporary haul road, used for the construction of new flood defence embankment, be left in place as a permanent feature. Reasons for this are to act as a clean, hard wearing access to 6.No paddocks for horses at the breeding and schooling stables at Willow Pond Farm. The finished access track will be wide enough for two horses and the people leading to pass, approx. 2.4m between fence posts. The access track will be resurfaced with crushed limestone, rolled and compacted to give a level and free-draining surface. Access track also to be crowned in middle and level with ground at the edges to help with water shed. All disturbed areas around completed track to be fully reinstated. Any surplus materials to be disposed of off site."

Temporary permission for the retention of three mobile homes on the site was granted in 1996 to enable the owner to establish and prove the viability of the equestrian uses. The path proposed in this application is stated to serve the equestrian uses permitted on the site. The absence of a permanent permission for the residential use of the site should not, it is considered, have any bearing upon the consideration of this application.

The existing haul road is composed of hardcore, some of which is currently heaped up towards the western side of the site and is somewhat unsightly. However, the adaptation of this to form a modest hard surfaced path for the passage of horses is not considered unreasonable in principle, given the permitted use of the site for the breeding, sale and training of horses. Indeed, the formation of such a path seems a reasonable requirement. Furthermore, the proposal is of a minor nature and would not affect the openness or character of the surrounding environment. The path would be barely visible from Lower Road. It would also be well concealed from the public footpath that runs along the banks of a stream some 50m to the west of it, due to the existence of a substantial hedge and trees in between.

The County Surveyor, Environment Agency and Anglian Water each raise no objection.

The County Planner's Archaeological Advisor notes that this area was investigated as part of the original scheme to strengthen the sea defences, and concludes that no further archaeological work is required.

The Head of Housing, Health & Community Care has no adverse comments in respect of the application, subject to Standard Informative SI16 (Control of Nuisances) being attached to any consent granted.

The Head of Leisure and Client Services (Engineering Section) has no observation to make.

Seventeen (17) letters of representation have been received from neighbouring residents objecting to the proposal. These all take the form of the same standard letter and object on the following grounds. -

1. that such a development is not in keeping with the Green Belt and is prejudicial to an area meant to be of Special Landscape Interest and within a Coastal Protection Zone;
2. that the site's owner has no permanent authorisation to reside there and that, in the event of his ultimate departure, the road could be used for other purposes, besides the conveying of horses; and,
3. the existing noise from building site machinery and lorries is already at an unpleasant level without further roads being sanctioned to add to the noise, dust and general inconvenience to others. The site is already being used as a tipping area.

Many of these letters have been 'customised' by the addition of further comments which in the main relate to bonfires, smoke, dust and noise on the site causing a nuisance to neighbouring occupiers and the access onto Lower Road being dangerous and unsuitable for use by lorries. The comments regarding the use of the site for tipping are also reiterated. (This aspect is under investigation by Essex County Council).

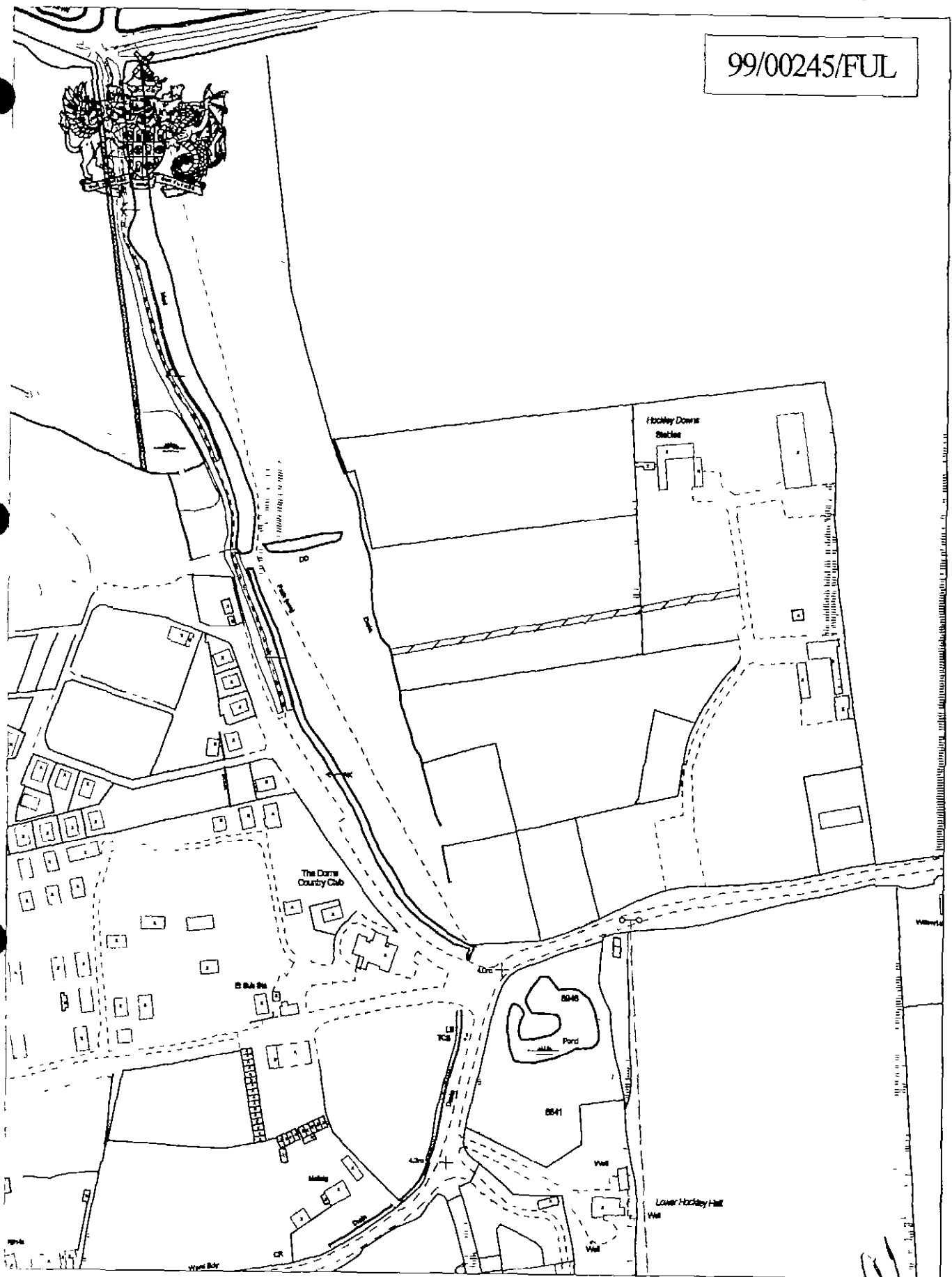
APPROVE

- 1 SC4 Time Limits Full - Standard
- 2 The development hereby granted planning permission shall be carried out in strict accordance with the submitted plans (including the cross-section of the path) and accompanying description of the proposal and completed within 3 months of the date of this permission. With the exception of material to be re-used in the construction of the path hereby approved, all material arising from the unauthorised haul road shall be removed from the site.

- 3 In the first planting season (October to March inclusive) following the removal of material arising from the unauthorised haul road as required by Condition 2, above, the areas formally forming part of the haul road shall be spread with topsoil to a depth consistent with corresponding land levels and be seeded with an appropriate mix of wild grass seed, to the satisfaction of the Local Planning Authority.

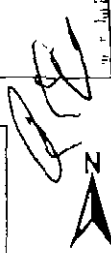
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99/00245/FUL



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DELEGATED PLANNING DECISIONS – 28 OCTOBER 1999

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

Application No	98/00365/FUL	Decision	Application Permitted
Location	Ropers Farm Mucking Hall Road Great Wakering		
Proposal :	Erect Storage Building		
Applicant :	Mr J F Lawrence		

Application No .	98/00649/FUL	Deciston	Application Permitted
Location	Verge Adjacent 73 Ashcombe Rochford		
Proposal ;	Erect Free-Standing Post Pouch Box (Single)		
Applicant .	Royal Mail		

Application No :	98/00676/FUL	Decision :	Application Permitted
Location	Land Between Hillside Road And Nore Road Leigh-On-Sea		
Proposal .	Variation of Condition 7 of Planning Permission Ref F/0692/97/ROC to Allow Provision of 1.8m High Close Boarded Fencing in Place of Approved Screen Walling		
Applicant .	Crest Homes (Eastern)		

Application No :	99/00073/FUL	Decision .	Application Permitted
Location	12-24 Eastwood Road Rayleigh Essex		
Proposal .	Refurbishment of Store. Provision of New Refrigeration Equipment.		
Applicant :	Somerfield Stores		

Application No :	99/00088/FUL	Decision :	Refuse Planning Permission
Location	15 Clayspring Close Hockley Essex		
Proposal :	2 Storey Extension Including Garage		
Applicant .	Mrs Christine Whan		

- 1 The proposal is considered to be contrary to policy H11 and the design guidelines contained within Appendix 1 of the Rochford District Local Plan First Review 1995. The two storey side extension is not harmonious in character, scale or form to the existing dwelling and as such is considered to have a detrimental impact on the amenities of the adjoining residents and on the impact of the street scene. There is also a clear loss of symmetry between this pair of semi-detached properties and it is considered that the proposed garage will be very difficult to use.

Application No	99/00170/FUL	Decision .	Application Permitted
Location	26 Sutton Road Rochford Essex		
Proposal ;	Formation of Vehicular Access		
Applicant	Mr S G Adams		



Application No . 99/00299/FUL Decision : Application Permitted
Location 5 Pearsons Avenue Rayleigh Essex
Proposal : Erection of Single Storey Extensions to the Side and Rear, Together with
the Conversion of the Loftspace
Applicant : Mr & Mrs Lagden

Application No : 99/00369/FUL Decision : Application Permitted
Location 39-41 High Street Rayleigh Essex
Proposal : Erect Single Storey Part Glazed Pitched Roofed Side Extension to Bar
Area
Applicant . Bass Leisure Retail

Application No . 99/00370/LBC Decision : Application Permitted
Location 39-41 High Street Rayleigh Essex
Proposal Erect Single Storey Part Glazed Pitched Roofed Side Extension to Bar
Area
Applicant Bass Leisure Retail

Application No . 99/00399/FUL Decision : Application Permitted
Location 36 West Street Rochford Essex
Proposal . Installation of Roof Mounted Flue
Applicant : R Ozer

Application No 99/00409/FUL Decision : Application Permitted
Location 48 Cagefield Road Stambridge Rochford
Proposal . Erection of a Rear Conservatory
Applicant . Mr Dalton

Application No 99/00411/FUL Decision : Application Permitted
Location . 1D Eastern Road Rayleigh Essex
Proposal Erect Flat Roofed Extension to Existing Garage
Applicant . Mr & Mrs G McDonald

Application No 99/00414/FUL Decision : Application Permitted
Location 15 Stambridge Road Rochford Essex
Proposal . Rear Kitchen Extension and Carport at Side
Applicant . Mrs V Presswell

Application No 99/00421/FUL Decision : Application Permitted
Location Brooklands Apton Hall Road Canewdon
Proposal Erection of Single Storey Side Extension (Amendment to Proposal
Approved Under Ref F/0290/98/ROC)
Applicant Ms P Henshaw

Application No	99/00422/FUL	Decision :	Application Permitted
Location	5 Spring Gardens Rayleigh Essex		
Proposal :	Erect Single Storey Rear Extension with Flat Roof		
Applicant	Mr P C Griffiths		
Application No	99/00423/FUL	Decision .	Application Permitted
Location	22A Central Avenue Rochford Essex		
Proposal	Erection of Conservatory Without Complying With Condition 2 Imposed Upon Permission 98/00722/FUL to Allow the Windows Hatched Black to be Fitted With Clear Glass		
Applicant	Jan C Maynard		
Application No	99/00432/FUL	Decision .	Application Permitted
Location :	5 Clarks Cottages Rawreth Lane Rawreth		
Proposal :	Erection of First Floor Rear Extension and Single Storey Side Extension		
Applicant	M Nutley		
Application No :	99/00437/FUL	Decision	Application Permitted
Location	89 Plumberow Avenue Hockley Essex		
Proposal .	Single Storey Extensions to the Front Side and Rear		
Applicant :	Mr D J Pryor & S P Olney		
Application No	99/00438/FUL	Decision .	Application Permitted
Location	39 Mortimer Road Rayleigh Essex		
Proposal :	Erection of a Rear Conservatory and Pitch Roof to Existing Two Storey Rear Extension		
Applicant	C Fitzgerald		
Application No :	99/00442/FUL	Decision	Application Permitted
Location	11A Lascelles Gardens Rochford Essex		
Proposal :	Use Garage for Living Accommodation Contrary to Condition 4 of Permission ROC/511/78		
Applicant	Mr & Mrs D Halpin		
Application No	99/00443/FUL	Decision .	Application Permitted
Location	263 High Street Great Wakering Southend-On-Sea		
Proposal .	First Floor Rear Extension with Flat Roof and Creation of Room in Roofspace Involving Flat Roof Dormer Extension to Rear Roof Slope		
Applicant	Mr A John		

Application No :	99/00444/FUL	Decision :	Application Permitted
Location	Homelea Canewdon Road Rochford		
Proposal :	Demolition and Rebuilding of Existing Kitchen Extension		
Applicant	Mr D S Newcombe		
Application No :	99/00447/FUL	Decision :	Application Permitted
Location	34 Stambridge Road Rochford Essex		
Proposal .	Ground Floor Rear Utility Room Extension and First Floor Rear Bedroom Extension		
Applicant :	Mr & Mrs Hanna		
Application No :	99/00448/COU	Decision :	Application Permitted
Location .	21 Main Road Hockley Essex		
Proposal .	Change of Use of Dental Surgery to Residential Accommodation (1st & 2nd Floor) and Retail Unit (Ground Floor) Install New Shop Front		
Applicant :	Marie Curie Cancer Care		
Application No :	99/00449/FUL	Decision :	Application Permitted
Location :	39 Barling Road Southend-On-Sea Essex		
Proposal :	Use Flat Roof Over Lounge at Rear as Balcony Not in Accordance with Condition 4 Attached to Permission F/0162/98/ROC		
Applicant :	Mr G Stevens		
Application No :	99/00451/COU	Decision	Application Permitted
Location .	55A High Street Great Wakering Southend-On-Sea		
Proposal :	Temporary Change of Use of Residential Flat to Doctors Surgery (to be Used in Association with Adjacent Hall).		
Applicant :	Drs J F Freel & M A Saad		
Application No :	99/00454/FUL	Decision .	Application Permitted
Location	10 Cedar Walk Canewdon Rochford		
Proposal :	Proposed Shower Room and Conservatory at Rear		
Applicant .	Richard Antony Prior		
Application No :	99/00455/FUL	Decision .	Application Permitted
Location :	5 Eastcheap Rayleigh Essex		
Proposal :	Alteration to Previous Approval for Garage at Side (F/0098/98/ROC) to Increase Height to Eaves From 2.15m to 2.68m		
Applicant .	D Brett		
Application No :	99/00456/FUL	Decision :	Application Permitted
Location	The Cottage Bullwood Approach Hockley		
Proposal .	Single Storey Extension to Side and Rear to Incorporate Conservatory		
Applicant :	Mr & Mrs D Steel		

Application No : 99/00457/FUL Decision : Application Permitted
Location : 3 Butts Paddock Canewdon Rochford
Proposal : Dining Room Extension at Side
Applicant : G Holmes

Application No : 99/00460/FUL Decision : Application Permitted
Location : 35 Langdon Road Rayleigh Essex
Proposal : Provision of Dormer Windows to Front
Applicant : Mr & Mrs Reed

Application No : 99/00461/FUL Decision : Application Permitted
Location : 7 Lancaster Road Rayleigh Essex
Proposal : Single Storey Rear Extension
Applicant : Mr & Mrs White

Application No : 99/00463/FUL Decision : Application Permitted
Location : St Nicholas Church New Road Great Wakering
Proposal : Install Two Floodlights on 3m Pole
Applicant : Mrs Janice Drewer

Application No : 99/00464/FUL Decision : Application Permitted
Location : 62 High Road Rayleigh Essex
Proposal : Two Storey Extension to Both Sides and Rear of Existing Dwelling
Applicant : Mr M Bertola

Application No : 99/00465/FUL Decision : Application Permitted
Location : 8 Mount Close Rayleigh Essex
Proposal : First Floor Rear Extension
Applicant : E E Davis

Application No : 99/00466/FUL Decision : Application Permitted
Location : 1 Orchard Avenue Rayleigh Essex
Proposal : Single Storey Rear Extension
Applicant : Mr & Mrs E Allen

Application No : 99/00470/COU Decision : Application Permitted
Location : 74 High Street Great Wakering Southend-On-Sea
Proposal : Change of Use of Existing Shop with Associated Residential Unit to Two Residential Units
Applicant : M Matthews

Ref

Application No . 99/00472/FUL Decision : **Application Permitted**
Location : 81 Rectory Road Rochford Essex
Proposal . Two Storey Extension at Rear
Applicant . R Killick

Application No . 99/00473/FUL Decision : **Application Permitted**
Location : 17 Holly Tree Gardens Rayleigh Essex
Proposal . Two Storey Side Extension Incorporating Garage and New Front Dormer
and Single Storey Rear Extension
Applicant . Mr & Mrs J Pine

Application No : 99/00474/OUT Decision : **Application Permitted**
Location : 1 Oak Road Rochford Essex
Proposal : Demolish One of Existing Pair of Semi Detached Properties and Replace
with New Detached Dwelling.
Applicant : M Fitzgerald

Application No : 99/00475/FUL Decision : **Refuse Planning Permission**
Location : 8 Queen Anns Grove Hullbridge Hockley
Proposal . Single Storey Rear Extension
Applicant . N Field Esq

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

Policies GB7 and GB8 of the Local Plan provide that the total size of a Green Belt dwelling as extended, or replaced by a new dwelling, will not normally be allowed to exceed the habitable floorspace of the original dwelling by more than 35 square metres. In this case, the floorspace of the replacement dwelling incorporates the full 35 square metres allowed for in these policies. Accordingly, the proposal is considered excessive, rather than reasonable, resulting in a substantial change in the appearance of the property, contrary to these policies.

Application No . 99/00476/FUL Decision : **Application Permitted**
Location . 26 Princess Gardens Rochford Essex
Proposal : Front Dormer Extension
Applicant C Nichols

Application No : 99/00477/FUL Decision : **Application Permitted**
Location : 5 Rosslyn Close Hockley Essex
Proposal : Conversion of Attached Garage into Bedroom, Extension to Rear,
Pitched Roof Over Garage and Extension to Rear Dormer
Applicant : Mr & Mrs G Ford

Application No : 99/00483/FUL Decision : **Application Permitted**
Location : 82 Folly Lane Hockley Essex
Proposal : Provision of New Pitched Roof Dormers to Front and Rear and Provision
of Pitched Roof Over Existing Flat Roof Side Dormers
Applicant : M Wragg

Application No : 99/00484/FUL Decision : **Application Permitted**
Location : 25 Seaview Drive Great Wakering Southend-On-Sea
Proposal : Single Storey Rear Extension
Applicant : Mr J Thorne

Application No : 99/00485/FUL Decision : **Application Permitted**
Location : 34 Downhall Road Rayleigh Essex
Proposal : Rear Conservatory
Applicant : Mr & Mrs Ambrose

Application No : 99/00488/FUL Decision : **Application Permitted**
Location : 21 Macintyres Walk Rochford Essex
Proposal : Ground Floor Extension at Side
Applicant : Mr P Pickrell

Application No : 99/00491/FUL Decision : **Application Permitted**
Location : 8 Oakley Avenue Rayleigh Essex
Proposal : Renewal of Consent for the Erection of Two Storey Extension at the Side
Applicant : J Davis & Sons

Application No : 99/00493/FUL Decision : **Application Permitted**
Location : 3 Belvedere Avenue Hockley Essex
Proposal : Single Storey Rear Extension
Applicant : Mr & Mrs R Lerner

Application No : 99/00496/FUL Decision : **Application Permitted**
Location : 73 Keswick Avenue Hullbridge Hockley
Proposal : Front and Rear Dormer Extensions
Applicant : M Blackman



Application No	99/00497/ADV	Decision	Application Permitted
Location	97 High Street Rayleigh Essex		
Proposal :	Alter Existing Signage to Display New Name		
Applicant :	Travel Choice Retail Ltd		
Application No	99/00506/FUL	Decision	Application Permitted
Location	49 Plumberow Avenue Hockley Essex		
Proposal :	Pitched Roof Over Existing Flat Roofed Area to Front		
Applicant :	J Woods-Taylor		
Application No :	99/00508/OUT	Decision :	Application Permitted
Location :	286 Eastwood Road Rayleigh Essex		
Proposal :	Demolish Existing Bungalow and Erect 5 Bed Two Storey Detached House		
Applicant :	G A Angerstein		
Application No :	99/00510/FUL	Decision	Application Permitted
Location	The Great Wakering Health Centre High Street Great Wakering		
Proposal :	Demolish of Existing Health Centre and Erection of a New Health Centre (Revised Scheme)		
Applicant :	Drs J F Freel & M A Saad		
Application No	99/00516/FUL	Decision	Application Permitted
Location	18 Kilnwood Avenue Hockley Essex		
Proposal :	Rear Conservatory		
Applicant	Mr & Mrs T J Newson		
Application No :	99/00517/FUL	Decision :	Application Permitted
Location	Adj 11 Goldsworthy Drive Great Wakering		
Proposal :	Detached Dwelling with Attached Garage (Renewal of Permission F/0450/94/ROC)		
Applicant	Alan Reason LTD		
Application No :	99/00518/FUL	Decision	Application Permitted
Location	1 Murrels Lane Hockley Essex		
Proposal :	Horse Exercise Area (Menage)		
Applicant	James Ronald Wilson		
Application No	99/00520/FUL	Decision	Application Permitted
Location	35 Eastoheap Rayleigh Essex		
Proposal :	Front and Rear Dormer Extensions		
Applicant	Mr & Mrs Dupuy		

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Application No : 99/00521/FUL Decision : **Application Permitted**
Location : 30 Kings Road Rayleigh Essex
Proposal : Kitchen and Dining Room Extension at Side
Applicant : Mr Jackson

Application No : 99/00524/FUL Decision : **Application Permitted**
Location : 16 North Street Great Wakering Southend-On-Sea
Proposal : Erect Two Storey Side Extension Incorporating Dormer Windows to
Front and Rear at First Floor and Garage at Ground Floor.
Applicant : Mr & Mrs Penny

Application No : 99/00531/FUL Decision : **Application Permitted**
Location : Edgecombe Lodge Barrow Hall Road Great Wakering
Proposal : Attached Garage at Side
Applicant : Mr G Clark

Application No : 99/00545/FUL Decision : **Application Permitted**
Location : 4 Rochford Hall Close Rochford Essex
Proposal : Single Storey Rear Extension
Applicant : Mr & Mrs M R Cliff

Application No : 99/00547/FUL Decision : **Application Permitted**
Location : 26 Trinity Close Rayleigh Essex
Proposal : Part Single Storey, Part Two Storey Front Extension
Applicant : Mr D Green

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

28th October 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 99/438	5 Rosslyn Close Hockley	Convert Existing Garage & Extension To Shower Room
BR 99/196	12 Woodlands Avenue Rayleigh	Two Storey Side Extension
BR 99/219	Land Adjacent Mansfield Nurseries Nore Road Leigh On Sea	New House
BR 99/471	Edgecombe Lodge Barrow Hall Road Great Wakering	Garage
BR 99/324	2 West Avenue Hullbridge	New House (plot 1)
BR 99/408	1 Langham Drive Rayleigh	Single Storey Rear Extension
BR 99/058	235 Ashingdon Road Rochford	First Floor Extension
BR 99/439	26 Princess Gardens Rochford	New Front Dormers
BR 99/225	23 Tudor Way Hockley	First Floor Extension
BR 99/371	Greenacres Park Gardens Hockley	New House & Garage
BR 99/442	82 Folly Lane Hockley	Proposed Front & Rear Dormer Extension & Pitched Roof To End
BR 99/302	Sunnybank Ellesmere Road Rochford	Extend Existing Room In Roof Space
BR 99/459	Elemor Central Avenue Hullbridge	Two Bedroom Detached Bungalow
BR 99/463	28 High Street Great Wakering	Refurbishment to Form Funeral Parlour

BR 99/214	Land Junction Rayleigh Avenue/ Disraeli Road Rayleigh	Four House
BR 99/288	38 The Walk Hullbridge	Two Storey Side Extension & Single Storey
BR 99/464	256, Daws Heath Road Rayleigh	Replacement Bungalow

RLS

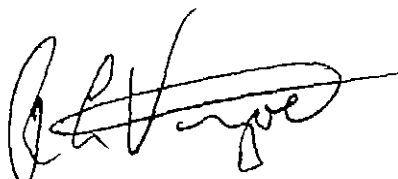
DELEGATED BUILDING REGULATIONS DECISIONS

REJECTIONS

28th October 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 99/426	Ashmgdon School Fambridge Road Rochford	Single Storey Extension to form Special Needs Classroom
BR 99/413	12 Kilnwood Avenue Hockley	Two Storey Rear Extension
BR 99/411	225 Eastwood Road Rayleigh	Proposed Rooms in Roof, Internal Alterations and Side Extension to Side
BR 99/414	32 Leicester Avenue Rochford	Room in Roof
BR 99/424	Linden Lodge Church Walk Rochford	Indoor Swimming Pool Extension
BR 99/415	30 Main Road Hockley	Proposed Dance School
BR 99/427	17, Hillside Road Eastwood	Detached House and Garage
BR 99/428	7, Lancaster Road Rayleigh	Single Storey Rear Extension
BR 99/437	81, Rectory Road Rochford	Two Storey Rear Extension
BR 99/430	71, London Road Rayleigh	Two Storey Rear Extension
BR 99/443	40, Windermere Avenue Hullbridge	Two Storey Rear Extension, Garage and Porch

chairman:



date: 25/11/99