

**Bourton-on-the-Water Parish Council**

**Minutes of a meeting of the Planning Committee meeting held at 6pm on Wednesday 27<sup>th</sup> September 2023  
in the Salmonsbury Room at The George Moore Community Centre**

**Those Present:** Cllr A Davis (Vice Chairman – in the Chair), Cllrs M Macklin, M Samuel, S Tapper and L Wilkins.

**In Attendance:** Sharon Henley, Clerk. Cllr Roberts attended as an ex-officio member. Cllr J Wareing attended as District Councillor.

**Members of Public:** None.

Cllr Davis chaired the meeting in place of Cllr Hadley.

1. **Apologies for absence:** Cllrs B Hadley and L Hicks.
2. **Declarations of interest:** Cllr Macklin declared a non-pecuniary interest in the Mousetrap Lane application as a nearby neighbour.
3. **Approval of the draft Minutes of the meeting held on 23<sup>rd</sup> August 2023:** APPROVED as a correct record of the meeting.
4. **Public Session:** None present.
5. **Matters arising:**
  - a. Signage for Harrington House and the Candy Shop: To note response from CDC Planning Enforcement Team (Paper 1). CDC advised that an application for the sign at Harrington House was unlikely to be supported, should an application be made. The Case Officer would discuss the matter with the Conservation Team and it was likely that they would make an informal request to remove the sign. If the sign is not removed then consideration would be given to formal action.  
It was intended for CDC to issue an enforcement notice re. The Candy Shop signage but staffing capacity had caused a delay. The matter to be given priority and BoWPC to be updated once the notice had been issued.
  - b. Neighbourhood Plan: To note that a working group is being created, as agreed at the full Council meeting. Cllrs Davis, Hadley, Macklin, Samuel, Tapper, Wareing and Wilkins had agreed to be members with a Terms of Reference document to be created prior to inviting members of the public to join. The Clerk circulated a draft document which was produced for another working party. Cllr Davis to circulate an additional guidance document from the Locality website. It was agreed to hold an initial Working Group meeting at 6.30pm on Thursday 2<sup>nd</sup> November in the Windrush Room. This to be noted at the full Council meeting.
  - c. Thames Water Management Plan Consultation update (Paper 2): Documents had been published following the public consultation in relation to freshwater and these were available on their website. The documents had been submitted to DEFRA for further consideration by the Secretary of State to determine the next steps.
6. **Planning & Licensing Applications:** The following responses were agreed:

	Ref	Address	Proposal	Deadline
a	<a href="#">23/02753/AGFO</a>	Land West of Marshmouth Lane, Bourton-on-the-Water	Prior notification for the construction of hard surfaced access track for farm machinery and equipment to go between agricultural buildings.	28 <sup>th</sup> Sept
Outcome: CDC advised that this had been 'decided' as prior approval was not required. This was noted.				
b	<a href="#">23/02705/FUL</a>	Barns opposite Pockhill Drive, Pock Hill Lane, Bourton-on-the-Water	Conversion of 3no. agricultural barns to form 1no. dwelling.	Extension agreed to 5 <sup>th</sup> Oct.
Outcome: The Clerk to arrange with the owners for the Committee to undertake a site visit prior to agreeing comments at the Parish Council meeting on 4 <sup>th</sup> October.				
c	<a href="#">23/02764/FUL</a>	10 Salmonsbury Cottages, Station Road, Bourton-on-the-Water	Demolition of sunroom and erection of two storey and single storey rear extension	3 <sup>rd</sup> Oct
Comments: The Parish Council has no objection.				

d	<a href="#">23/02798/FUL</a>	The Cedars, Mousetrap Lane, Bourton-on-the-Water GL54 2AU	Demolition of existing garage and outbuildings, construction of replacement attached garage, construction of front two storey extension, construction of rear two storey and single storey extension	5 <sup>th</sup> Oct
Comments: The Parish Council has no objection.				
e	<a href="#">23/02477/FUL</a>	The Cedars, High Street, Bourton-on-the-Water GL54 2AN	Creation of 3no. flats including the erection of first floor extension and change of use from retail to residential on second floor (revised scheme)	12 <sup>th</sup> Oct
Comments: The Parish Council objects on the grounds of overdevelopment and proximity to listed buildings as well as the pressure on car parking from additional dwellings.				

7. **Late Planning or Licensing Applications or Decision Notices:** It was agreed to make the following response via Clerk's delegated authority:

	Ref	Address	Proposal	Deadline
a	<a href="#">23/02906/FUL</a>	2 The Gorse, Bourton-on-the-Water GL54 2EJ	Creation of drop kerb and parking space	18/10/23
Comments: The Parish Council has no objection.				

8. **Decision Notices:** The following were noted:

	Ref	Address	Proposal	Decision
a	22/02607/FUL	56 Lamberts Field Bourton-on-the-Water Cheltenham Gloucestershire GL54 2EH	Erection of annex for disabled persons accommodation	Application Withdrawn
The Parish Council supported this application.				
b	21/0085/CWS73 M	Farmington Quarry, Farmington, Gloucestershire, GL54 3NZ	Variation of conditions 2(Duration), 3(Scope of Permission) and 9(Access, Traffic and Highway Protection) relating to planning consent 19/0009/CWMAJM dated 19/03/2020.	Approved
The Parish Council's objection remains but there are no further comments.				
c	23/01139/FUL	The Coach House of The Dower House, High Street, Bourton-on-the-Water GL54 2AP	Change of use of Coach House to allow a tenant to stay	Approved
The Parish Council had no objection on the grounds that this is a temporary change of use only and that it will revert back to its original use when the accommodation is no longer required.				
d	22/03040/FUL	Box Bush, High Street, Bourton-on-the-Water, GL54 2AN	Partial change of use of ground floor commercial unit with living accommodation over to 4 no. residential units and associated works	Withdrawn
The Parish Council had no objection on material grounds but submitted comments on short term holiday lets.				

e	22/02937/LBC	Old Cranley Cottage, Clapton Row, Bourton-on-the-Water GL54 2DN	Restoration and repair works to listed dwelling to include internal re-pointing, plasterwork, replacement living room floor and kitchen floor with installation of underfloor heating, electrical works and associated works. External works include re-pointing, install front porch brackets, build up and repair of boundary walls with addition of gate, replacement windows (partially retrospective)	Withdrawn
The Parish Council had no overall objection but submitted comments on the front gates.				
f	22/04386/FUL	56 The Furrows, Bourton-on-the-Water GL54 2RN	Erection of front porch	Refused
The Parish Council had no objection.				
g	23/00727/TDC	Our Lady Help of Christians Catholic Church, Station Road, Bourton-on-the-Water	Technical Details Consent for demolition of vacant church and erection of five dwellings, together with associated access, parking and landscaping following grant of Permission in Principle (ref: 21/04242/PLP)	Approved
The Parish Council had no objection but submitted comments on lack of affordable homes and on holiday lets.				
h	23/01557/FUL	The Manor House, High Street, Bourton-on-the-Water Cheltenham	Addition of solar panels to ancillary building	Approved
The Parish Council had no objection.				
i	23/02232/TCONR	The Dower House High Street Bourton-on-the-Water Cheltenham Gloucestershire	Works to trees in conservation areas for Tree 1. Horse Chestnut. To be removed. Due to proximity to building and the poor condition of the tree. Tree 2. Ash Tree. To be removed. Due to Ash dieback. Tree 3. Ash Tree. To be removed. Due to Ash dieback.	No objection
The Parish Council would like to see the addition of a condition that the trees are replaced.				
j	23/02429/TCONR	Box Bush High Street Bourton-on-the-Water Cheltenham Gloucestershire	Works to trees in conservation areas for H1, H2 - Mixed Leylandii / Lawsons / Thuja - Remove to ground level. T1 - Cedar - Raise crown to 4m	No objection
The Parish Council had no objection.				
k	22/01032/CPO	Farmington Quarry, Farmington, Gloucestershire, GL54 3NZ	Variation of conditions 2(Duration), 3(Scope of Permission) and 9(Access, Traffic and Highway Protection) relating to planning consent 19/0009/CWMAJM dated 19/03/2020	Approved (see Dropbox)

I	23/01880/COMPLY	Penguin Barn, Marshmouth Lane, Bourton-on-the-Water GL54 2EE	Compliance with Condition 4 (window door details), 5 (window door colour) and 14 (energy efficiency) of permission 23/00242/FUL Conversion of penguin shed to a single dwellinghouse and associated works - Variation of condition 2 (plan numbers) of permission 22/02106/FUL to enable amendments to design of approved scheme	Approved
m	23/01968/COMPLY	Penguin Barn, Marshmouth Lane, Bourton-on-the-Water GL54 2EE	Compliance with Condition 16 (sample panel) of permission 23/00242/FUL - conversion of penguin shed to a single dwellinghouse and associated works - Variation of condition 2 (plan numbers) of permission 22/02106/FUL to enable amendments to design of approved scheme	Approved

9. **Parking at Manor Field:** To note recent correspondence from resident and CDC Enforcement Notice 23/00232/COU. A resident wrote to CDC to complain that the maximum number of days allowed for car park opening under permitted use had been exceeded. Following this, CDC advised that an Enforcement Notice had been created for investigations to take place.
10. **Gloucestershire Call for Sites – Gypsy, Roma, Traveller, Travelling Showpeople & Bargee Communities (Papers 3a & b):** To agree any response for submission by the deadline of 6<sup>th</sup> October. The Committee had no sites to put forward for submission.
11. **Correspondence:** None.
12. **Items to Note only:** Cllr Davis noted that she was continuing to work with Cllr Samuel on a list of potential Assets of Community Value.
13. **Date of Next Meeting:** 6pm on Wednesday 25<sup>th</sup> October 2023 in the Salmonsbury Room. Cllr Macklin sent his apologies.

There being no further business the meeting closed at 19.11 hours.