

Burwash Parish Council Planning Committee

Minutes of the Planning Committee

Held on the 21st September 2020, at 11am

Due to the coronavirus crisis this meeting was held online using Zoom and was recorded.

Members Present: Chair Cllr I Rees, Cllr Caulkin, Cllr Wraight, Cllr Newson,

The meeting was opened at 11am by Chair Cllr Rees.

There were 4 members of the public present and Cllr John Barnes.

1. Public Time (15 minutes).

Mr Banks congratulated Cllr Newson on her hard work in writing the document in response to the Planning reform White Paper. He suggested clarifying the “not sure” answers.

Cllr Newson confirmed it was a draft and final version would be more complete.

Mr Banks asked who had written to their MP yet. Cllrs confirmed they had not yet done so.

Mr Banks asked who had responded to the government consultations on an individual basis.

Cllrs confirmed they were intending to but had not yet done so.

Mr Banks requested he could comment on 12a and 13 c on the Agenda when the items came up. The Chair agreed.

A resident expressed interest in the Chaunt House item 5a. The Chair agreed that they could speak at that item.

A resident expressed an interest in Item 7 and the Chair agreed to pause the meeting when the item came up for them to speak.

A resident questioned the time of the planning meetings and suggested that 11am on a Monday morning might not be the best time for those who work. An update was given by the Clerk that this would feature on the next Agenda for discussion. The resident expressed an interest in how the Parish Council works and processes for these meetings. The Chair explained briefly and it was agreed the Clerk would be in touch with more information.

Action: Clerk to add to next Agenda and to contact resident with further information about meetings and how to get involved in the Parish Council. *Update: Completed 22-09-20*

Public time finished at 11:11am

2. Apologies for Absence.

Apologies were received from Cllr Chapman and Cllr Franklin.

Cllr Barnes passed on apologies from Cllr Kirby-Green.

3. Disclosures of Interest.

Cllrs Rees declared a pecuniary interest in Item 5c concerning 3 Wealden View. Cllr Wraight also declared that she knew these applicants well. It was decided that both Councillors would refrain from voting on this application.

4. Minutes from the previous meeting.

The following action points from the minutes of the meeting 28-08-20 were still in process:

Item 11: The email from Mr Steve Moore regarding the conservation boundary has been forwarded to the Asst Clerk but needs to be forwarded to other committee members.

Clerk update: action complete

Item 12c: Cllrs Rees and Franklin are to meet re. the Local Plan (deadline 9th October – see email from Clerk on 17-07-20 re. Early Engagement Survey

In addition from the Full Council meeting on 08-09-20 the Parish Council's individual Response needs to be entered on the "Planning for the future" consultation on the government website. (The response to NALC has already been actioned on the 16-09-20.)

Clerk update: Completed 24-09-20.

5. Planning Applications. (Standing item)

a) RR/2020/1259/P and RR/2020/1260/L Chaunt House, High Street, Burwash

The meeting was paused at 11.18 for the applicant to speak.

He described how narrow and difficult the access is and that the garage is not currently used as a parking space.

At 11:20 Mr Banks spoke and suggested that second thoughts were able to be expressed by the Council and should be in that instance.

The meeting resumed at 11.21

Committee members revised their view and decided that the loss of the garage did not, on this occasion, mean a loss of a parking space. Due to the very narrow access and tight turning space it is virtually impossible for a car to be parked in the garage. The applicants park their small car on an external carpark space to the side and will continue to do this.

Members unanimously **RESOLVED** to now support this application.

Clerk update: Comments updated on the portal 21-09-20 and email sent to applicants 22-09-20 advising them that comments have been revised.

b) 54 Shrub Lane RR/2020/1223/P

Revised plans with a new window design were received for further comment for this property.

Members voted and unanimously **RESOLVED** that they would not support this application and object on the grounds that the new plans still have a window which overlooks neighbouring properties. Neighbours have made objections to the window in this elevation and therefore members recommend that a velux window be considered instead.

Clerk update: Comments entered on the portal 21-09-20 and email sent to Mr James Laibach on 22-9-20

c) RR/2020/1483/P 3 Wealden View, Shrub Lane, Burwash TN19 7BW

Proposed detached timber framed garage.

Members **RESOLVED*** that they had no objections in principle to this application as long as the design and building materials are in keeping with the High Weald Design Guide.

*Cllrs Rees and Wraight refrained from voting.

d) RR/2020/1491/P Buxey, Hoppers Croft Lane, Burwash TN19 7EQ

Demolition of existing property to ground floor level. Extend and rebuild in accordance with approved application RR/2020/213/P

Members unanimously **RESOLVED** to support this application as long as there are no objections from neighbours, especially in relation to the windows in the roof. Members asked that The High Weald Design Guide be adhered to.

e) RR/2020/1591/T 26 & 27 Hornbeam, Burwash TN19 7BT

Oak tree - reduce by approximately 40%.

Members unanimously **RESOLVED** to support this application. However members said it would have been good to see a tree surgeon's comments as part of the application. It was agreed that these works to the trees were necessary.

Items f, g and h were deferred to a future Agenda to allow time for site visits to be conducted.

f) RR/2020/1519/P High Gate, Heathfield Road, Burwash TN19 7LA

Action: Asst. Clerk to move to next Agenda

Action: Cllr Caulkin to contact Agent re. site visit

g) RR/2020/1520/P The Old Slaughterhouse, Rear of Ashdown House, High Street, Burwash TN19 7EP

Action: Asst. Clerk to move to next Agenda

Action: Cllr Wraight to contact applicant and organise site visit

h)RR/2020/1521/L The Old Slaughterhouse, Rear of Ashdown House, High Street, Burwash TN19 7EP

Action: Asst. Clerk to move to next Agenda

Action: Cllr Wraight to contact applicant and organise site visit

6. Any Planning results received (standing item)

Committee members noted the planning decisions for the properties below. The Committee had not made any objections to these properties and no further action was necessary.

a) RR/2020/649/P Mottynsden Manor, Spring Lane, Burwash
Planning permission granted 24-08-20

b) RR/2020/107/L Burghurst Manor House, High Street, Burwash
Planning Permission granted 11-09-20

b) RR/2020/982/P Hoopers Croft, Ham Lane, Burwash
Planning permission granted 14-09-20

7. Planning Appeals (standing item)

a) Red Cross Centre Appeal Ref. 2687 Application: RR/2019/2193/P

Notification has been received that this Appeal has begun. Deadline for comment is 15-10-20. Members discussed the best way to respond to this. Members **RESOLVED** to write to the planning inspectorate to reiterate reasons for objection and that there had been no change in their views. Members resolved to support comments made by Rother in the decision notice which were strongly worded and had some excellent points.

Action: Cllr Wraight and Asst Clerk to put together document

Action: Asst. Clerk to add to next Agenda

11:46: Meeting was paused for public to speak

Cllr Barnes stated that any design should enhance the High Weald

Mr Banks commented on the hideous design and suggested that carefully well designed houses might be considered that maintain the standard of the AONB, and that the appeal should re-state objections.

11:49 Resident of Highfields spoke about the impact of this project

11:49 Meeting resumed

The Chair suggested a written Appeal letter be written

11:50 Meeting Paused - Mr Banks suggested supporting the neighbours affected by the application

11:52 Resident queried Mr Banks' involvement with the Council and whether he was a councillor. Discussion was had on the role and involvement of Mr Banks. The Chair and Clerk confirmed that the meeting is paused to allow him to speak when relevant.

Further discussions were had on action taken with regards to the Red Cross Hut Appeal from residents who had been aided by Mr Banks on behalf of Save Our Fields.

At 11:57 one member of public left the meeting

At 11:58 Mr Banks explained best practice on formatting Appeal Letter

11:59 A resident mentioned that for the Environmental Back Survey to be valid the building would have had to have been demolished last December (2019).

8. Enforcement (standing item)

Nothing to report

9. Burnt House Farm

Cllrs Rees and Wraight gave a verbal update on the site visit that took place on 27-8-20 with reference to the report prepared by Cllr Wraight.

Action: Asst. Clerk to email the report to the owners and refer them to Rother if they want to take the project further.

Clerk update: action completed 22-09-20

10. Correspondence to the clerk (standing item)

a) Furnace House: email received from a resident concerned that there is now decking installed around the mobile home.

Members discussed this application which is still undecided on the portal. Members previously objected to this application.

Members discussed the following issues:

- The mobile home is already on the site and the application was not for retrospective approval.
- The mobile home is visible from the footpath whereas the application stated it was not.
- Decking has now been installed which as far as aware has not been approved.

Enforcement options were discussed. Members **RESOLVED** that Cllr Kenny would be asked to take some photos from the footpath (at a distance and not with zoom so as not to violate residents' privacy) to show that the mobile home is already on site with decking. It was **RESOLVED** that the Asst Clerk would also contact the Agent and attempt to set up a site visit (previous attempts to visit the site by Cllr Newson have failed).

Action: Asst. Clerk to monitor application decision and report back. Request Cllr Kenny take some photos. *Clerk update: completed 24-09-20 and circulated to members*

Action: Asst. Clerk to contact the Agent and request a site visit. *Clerk update: action completed 24-09-20 and organised for the 30-09-20*

Action: Asst Clerk to provide Cllr Barnes with the application details so he can look into it with Rother. *Clerk update: action completed 22-09-20*

b) Correspondence about land at Burwash Cooper's Hill Land. The owner has indicated they might be going to apply for planning for the land. No formal application has been lodged.

c) Email from owners of Glydwich Place, Fontridge Lane who have shown an interest in developing their land. A site visit has already taken place and the feedback given to the owners. (See previous minutes). Planning Committee cannot comment further until they put a formal application in and committee reiterates that they are an advisory body only.

Action: Asst Clerk to write to the owners and advise as above *Completed 24-09-20*

11. Strand Meadow (standing item)

a) Verbal update – nothing to report.

12:14 John Barnes mentioned that the site features in the report of sites being looked at that haven't yet been developed.

12. Conservation Boundary

A verbal update was given by Cllr Caulkin on behalf of the working group who had also submitted a report. He stated the report had an error which would be updated and re-circulated.

Following correspondence from Rother the working group have recommended continuing to meet but to not take further action until the Spring when the impression is Rother will be in a better position to work on this.

Action: Cllr Caulkin to circulate the revised report *Clerk update: Completed 24-09-20*

Action: Asst Clerk to include in the next Agenda and then remove until March 2021.

Meeting was paused at 12:15 for Mr Banks to speak. (He went back to the Burnt House Farm item already discussed and suggested not sending the report to the owners.

Cllr Barnes commented that important not to be predisposed.)

Back to current Agenda item:

12:18 Mr Banks referred to an email from Rother where it was made clear that it is not the right time to submit a request to extend the boundary. Suggestion of Spring when Rother will be less busy. Mr Banks requested council accept their interim report, the group will continue to meet then look at making a request in Spring to extend the boundary.

Cllr Rees said when the time came the decision on the conservation boundary would have to go through Full Council.

12:21 Cllr Caulkin left the meeting

Discussion was had between Cllr Newson, Mr Banks and Cllr Barnes with regards to the timeline of events and correspondence that was shared. It appeared there was a mis-communication and mis-understanding in terms of the timeline of events and who had sent/said what.

The Clerk had recommended that a letter not be sent as it needed to go through Full Council.

12:25 Cllr Barnes explained that a query had been sent about procedure from an individual and in return received a lot more information about guidance as to what planners would or would not accept. He agreed that it is wise to delay at present as officers are dealing with backlog.

Cllr Newson confirmed that a message Cllr Franklin had been sent pre-dated the report and wanted to set the record straight.

13. Planning Consultations issued by The Ministry of Housing, Communities and Local Government

a) [Changes to the current planning system](#)

Verbal Update

Clerk update: The response to NALC was sent on the 16-09-20

b) [Planning for the future](#) - the planning white paper (NALC deadline for responses 15 October)

[Transparency and competition: a call for evidence on data on land control](#)

(NALC deadline for responses 16 October)

12:36 Cllr Barnes spoke about the objections to the algorithms.

Members congratulated Cllr Newson for the thorough job she has done in preparing this document and discussed small changes that needed to be made. Members **RESOLVED** that

the document once finalised with small changes would be presented to Full Council for resolution at the next meeting on the 13-10-20.

Action: Cllr Newson to make final amendments to the document and then Clerk to circulate to all councillors.

Action: Clerk to add to Full Council Agenda taking place on the 13-10-20.

c) Save Our Fields Working Party (response to Planning Consultations)

Verbal update:

12:46 Mr Banks of Save Our Fields was invited to speak on this item

Mr Banks reminded members that it wasn't just a Save Our Fields Working Party but made up of Burwash Parish Council and other local Parish councils.

He indicated that Robertsbridge and Hurst Green would also be joining the working group.

The working group has set up a micro site which enables people to find their local MP and contact them via email. The group have written to Sussex MPs and Rother Councillors and continue to lobby. There has been a good response and encouraging the maximum amount of people to respond.

Action: Mr Banks to send link to micro site so Mr Ian Rees can share the link on the facebook community action page (as an individual not councillor).

14. Information for noting or including on a future agenda.

- **Planning Applications**

The following Planning Applications have been deferred to a future Agenda as there has not been sufficient time to conduct site visits:

RR/2020/1519/P High Gate, Heathfield Road, Burwash TN19 7LA

Removal of existing extension roof and construction of first floor extension over with associated internal works. [Click here to view application](#) Comments due 06-10-20 (List 35)

RR/2020/1520/P The Old Slaughterhouse, Rear of Ashdown House, High Street, Burwash TN19 7EP

Conversion of redundant slaughterhouse building to residential dwelling, demolition of modern garage and replacement with detached dwelling, and provision of off road parking spaces. [Click here to view application](#) Comments due 06-10-20 (List 35)

RR/2020/1521/L BURWASH DEL The Old Slaughterhouse, Rear of Ashdown House, High Street, Burwash TN19 7EP Conversion of redundant slaughterhouse building to residential dwelling, demolition of modern garage and replacement with detached dwelling, and provision of off road parking spaces. [Click here to view application](#)

Comments due 06-10-20 (List 35)

- **Time and frequency of regular meetings**

- **Conservation Boundary – revised report from Cllr Caulkin (then remove till March 2021)**

- **Furnace House**

15. Date of next meeting and time to be agreed.

Asst Clerk will be on leave. A meeting needs to take place before the 6th October. Suggested dates are Thurs 1st October 7pm or Monday 5th October at 11am.

Clerk update: 1st October at 7pm has been confirmed

The meeting ended at 13.02

Appendix: Planning Application comments lodged on the portal

Item 5a – 21-09-20

Your comments relating to Application RR/2020/1259/P have been received, your reference is OWPC25700

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: The Burwash Parish Council Planning Committee would like to revise its comments previously made regarding the objections to this application based on the loss of a carpark space. Following a meeting of the Planning Committee on the 21-09-20 and discussions with the applicant it has come to light that the garage was not being used to house a car due to the very narrow access and small turning space, making it virtually impossible to park a car in the garage. The current external carpark space is used as the applicant's parking space and will continue to be used. As the loss of the garage does not in this instance mean a loss of a parking space then members unanimously agreed that the Planning Committee should remove its objection to this application. However members did want to state that there is no change to their position on loss of parking on principle along the High Street with regards to future applications.

Your comments relating to Application RR/2020/1260/L have been received, your reference is OWPC25701

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: The Burwash Parish Council Planning Committee would like to revise its comments previously made regarding the objections to this application based on the loss of a carpark space. Following a meeting of the Planning Committee on the 21-09-20 and discussions with the applicant it has come to light that the garage was not being used to house a car due to the very narrow access and small turning space, making it virtually impossible to park a car in the garage. The current external carpark space is used as the applicant's parking space and will continue to be used. As the loss of the garage does not in this instance mean a loss of a parking space then members unanimously agreed that the Planning Committee should remove its objection to this application. However members did want to state that there is no change to their position on loss of parking on principle along the High Street with regards to future applications.

Item 5b – 21-09-20

Your comments relating to Application RR/2020/1223/P have been received, your reference is OWPC25702

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: The Planning Committee met on the 21-09-20 and discussed the revised plans. Members voted and unanimously resolved that they would not support this application and object on the grounds that the new plans still have a window which overlooks neighbouring properties. Neighbours have made objections to the window in this elevation and therefore members recommend that a velux window be considered instead.

Item 5c – 21-09-20

Your comments relating to Application RR/2020/1483/P have been received, your reference is OWPC25699

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: Members of the Planning Committee met on the 21-09-20 and members resolved that they had no objections in principle to this application as long as the design and building materials are in keeping with the High Weald Design Guide.

Item 5d – 23-09-20

Your comments relating to Application RR/2020/1491/P have been received, your reference is OWPC25718

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: The Planning Committee met on the 21-09-20 and unanimously RESOLVED to support this application as long as there are no objections from neighbours, especially in relation to the windows in the roof. Members asked that The High Weald Design Guide be adhered to.

Item 5e – 23-09-20

Your comments relating to Application RR/2020/1591/T have been received, your reference is OWPC25719

Name: Burwash Parish Council

Address: Burwash Parish Office High Street Burwash

Comments: Planning Committee members met on the 21-09-20 and unanimously RESOLVED to support this application. However members said it would have been good to see a tree surgeon's comments as part of the application. It was agreed that these works to the trees were necessary.