



# WILLINGHAM PARISH COUNCIL

Minutes of the Planning Committee meeting held on Thursday 19<sup>th</sup> May  
2016 at 7.30 pm in the Parish Office, Ploughman Hall, West Fen Road, Willingham

**Present:** Councillors: D. Law (Chair), N. Harris, R Croucher, A Slater, P King

**Clerk:** Mandy Powell

**Parishioners:** None

	ACTIONS
<p><b>1. Election of Planning Committee Chairman</b> Councillor Croucher proposed that Councillor Law continue in the role of Chair, seconded by Councillor and <b>agreed</b> unanimously.</p>	
<p><b>2. Election of Planning Committee Vice Chairman</b> Councillor Law proposed that Councillor Harris continue in the role of Vice Chair, seconded by Councillor Croucher and <b>agreed</b> unanimously.</p>	
<p><b>3. To receive apologies for absence</b> Apologies were received and accepted from Councillor Cook due to a prior commitment</p>	
<p><b>4. Declarations of interest</b> None</p>	
<p><b>5. Public forum (maximum 3 minutes per person, with an overall limit of 15 minutes) All parishioners wishing to speak must make their name known to the Clerk prior to commencement of the meeting. Maximum of five people to speak. Large groups will need to decide on a spokesperson representative</b> None</p>	
<p><b>6. To approve the minutes of the meeting held on 19<sup>th</sup> April 2016</b> Councillor Harris proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Law and <b>agreed</b> with 3 votes in favour and two abstentions due to not being at the meeting.</p>	
<p><b>7. To deal with any matters arising from the minutes of the meeting held on 19<sup>th</sup> April, not covered elsewhere on this agenda</b> Item 10 – S106 monies – The Clerk was asked to look into what areas are covered under the new rules and what types of projects could be included.</p>	Clerk
<p><b>8. Non-material amendments (for information only)</b> (i) S/0820/16/NM – Land to West of Haden Way, Willingham, - non material amendment to planning application S/1212/15/FL – omission of roof lanterns and roof windows over kitchen area - <b>approved</b></p>	
<p>Circulated and noted</p>	
<p><b>9. Planning Decisions (for information only)</b> (i) S/0421/16/FL – 34-38 Church Street, Willingham – Utteridge – extension to ground floor and first floor A1 (retail) and A2 (financial and professional services) – <b>approved</b> (ii) S/2532/15/FL – 39 High Street, Willingham, Mr and Mrs Scott – single storey rear extension and internal alterations and replacement external render – <b>approved</b> (iii) S/0793/16/PN – Land to the rear of 21B Green Street, Willingham – prior approval for the erection of steel portal frame building for agricultural purposes at land to the rear of 21B Green Street – <b>no prior approval required.</b></p>	
<p>All the above were noted</p>	
<p><b>10. Correspondence</b> (i) To receive and consider SCDC planning and new communities service update including: (a) <u>Electronic Service</u> The Clerk was asked to respond to SCDC stating that the Parish Council do not have the technology to deal with an electronic only service and do not wish to marginalise members of the public who don't have access to computer equipment. Large document pages such as plans may not always be seen clearly when on a screen or projector and the Council would ask what can be done to help us should SCDC continue down this route. It</p>	Clerk

*Dhu* 2016-06-07

was also noted that if electronic only was to be proceeded with then the casual reader on the website would need very clear signposting to key documents as these are not always obvious and easy to find.

Planning training

Councillors Harris, Croucher and Slater would like to be put forward for the training to be held on the 15<sup>th</sup> July

Clerk

Attendance at SCDC Committee meetings

The Clerk was asked to advise SCDC that whilst the Council endeavour to send a representative where possible it can prove difficult when Councillors work full time. Alternative use of media such as Skype to encourage participation would be helpful. Alternatively evening meetings with a better agenda structure giving clear indicative times of when representatives are required to speak.

Clerk

(ii) To consider name of development off Daniels Close

Councillor Croucher proposed the name 'Daniels End' be put forward, seconded by Councillor Harris and **agreed** unanimously.

Clerk

(iii) To receive planning policy monthly update (April 2016)

Circulated and noted

(iv) To receive correspondence from SCDC re right to build – new requirements

The committee noted the document and did not wish to comment.

(v) To receive arboriculture reports from the Tree Warden for the sites on Haden Way and Over Road.  
It was agreed that these would be forwarded to SCDC.

Clerk

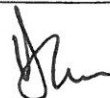
(vi) Any other correspondence

Northstowe Phase II Design Consultation – 20<sup>th</sup> May – To be attended by Councillor Harris

**11. Items for future meetings**

**12. To decide date of next meeting – Tuesday 7<sup>th</sup> June 2016**

Meeting closed: 8:05pm

 2016-06-07