



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PLANNING, TRAFFIC & PARKING COMMITTEE MEETING HELD ON TUESDAY 15<sup>TH</sup> JANUARY 2019 AT THE STOW YOUTH CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM**

**PRESENT:** Councillors: A White (Chairman), P Day (Vice chairman), S Clarke, J Scarsbrook, B Eddolls (Chairman of council), Mrs H Siphthorp, Clerk of the council & 2 members of public

**Also in attendance:** Advisors: Messrs: G Parke, J Baggott & C Ayers & Cllr J Davies observing as a member of public

1. **APOLOGIES FOR ABSENCE:** Councillors: V Davies & M Moseley
2. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**  
Members were reminded to declare any interests in items on the agenda as the meeting progressed.
3. **MINUTES – TO SIGN AS A CORRECT RECORD THE MINUTES OF MEETING HELD ON 18<sup>TH</sup> DECEMBER 2018**  
**RESOLVED** – Proposed Cllr Eddolls, seconded Cllr Clarke that the minutes should be signed by the chairman as a true and accurate record of the meeting. **RECORD OF VOTING** – All in favour.  
**Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**  
None.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**  
None.
6. **MR MIKE KING, PEOPLE & PLACES INSIGHT LIMITED, WILL GIVE AN OVERVIEW OF THE PROCESS OF CARRYING OUT A MORE IN DEPTH PARKING SURVEY IN THE TOWN BASED ON THE RESULTS OF THE RECENT BENCHMARKING SURVEY**  
Mr King gave an outline of how the survey is carried out using Bradford upon Avon as a good example of what can be achieved. Chairman thanked Mr King for attending and he left the meeting.
7. **TO CONSIDER CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 18<sup>TH</sup> DECEMBER 2018**  
Delegation of power to issue licenses for A boards etc. Being investigated by GCC and outcome is awaited.  
CDC has located a new diffusion tube on a post at the Unicorn junction. The tube will be changed on a monthly basis and data recorded. When this has been done over a 12 month period they will then look at all the data collected along with the monthly averages and will report back on the findings.  
Clerk said that the snow warden and snow plough operator information will not be included in GCC's Community winter action plan. However, it will be included in the town's Emergency plan when it is updated. On a similar point the clerk thanked Cllr J Davies for delivering the "Adverse weather conditions" information sheet around the businesses/properties in the town centre.  
Awaiting reply from Brio in relation to covenant on land which specifies no alcohol on this site.  
Clerk is meeting with GCC local highways manager next week to have a catch up and do a walkabout and cover any outstanding issues.  
CDC enforcement officer was due to visit Tara Antiques earlier in the day in relation to the fact they had still not removed the exterior signs.

Cllr Neill had contacted the council to ask its opinion on the works that had taken place at the White Hart Hotel. This was in regard to the erection of a timber structure at rear of the premises following a visit by CDC enforcement & conservation officers. A planning application should have been submitted for this work. The officers' recommendation was that they felt no harm had been identified and it is therefore not expedient to pursue the matter. She wanted council's opinion before responding to the officers. Clerk had emailed all members of council and they agreed with the officers' recommendations to not take any action and to allow the officer to close the case. Council had received no complaints in relation to this matter.

In the Mood café, Digbeth Street, recent painting of exterior woodwork. This had attracted a lot of comment. Clerk said it was not a listed building but it is in the conservation area and had asked CDC planning for their advice. Response awaited.

Planning application no 18/03150/FUL – Change of use of existing building from Class D1 (Doctors Surgery) to C3 (Residential dwelling). Officer had contacted the council to say that if the application was amended and was purely for the change of use (which council had no objection to) and no works to the car park etc would the council withdraw its objection. Clerk had contacted the chairman of this committee who authorised the clerk to give the go ahead but ensuring that the permission was purely for change of use and nothing else.

#### 8. TO CONSIDER & COMMENT ON THE FOLLOWING PLANNING APPLICATIONS:-

- a) **Planning Application No 18/04454/FUL – Tall Trees, Oddington Road** – Single storey kitchen extension

Clerk confirmed that a no objection had been sent in relation to this planning application before the Christmas break following consultation with members.

- b) **Planning Application No 18/02884/FUL – St Edwards House, The Square** – Change of use of ground floor and basement from A3 to use as either A3 (restaurants/cafes) or A1 (shop) and change of use of first and second floor from office (B1a) to flat (C3). External alterations including the replacement of existing windows to the front elevation with new timber sashes and reface of existing rear steps in stone. (Part retrospective)

**RESOLVED** – Proposed Cllr White, seconded Cllr Eddolls that council has no objection to this planning application. However, clerk was asked to relay an observation in relation to the handrail on the roof. Council hope that this can be incorporated inconspicuously into the parapet so that it cannot be seen from the square. **RECORD OF VOTING** – All in favour. **Motion carried.**

- c) **Planning Application No 18/02885/LBC – St Edwards House, The Square** – External alterations including the replacement of existing windows to the front elevation with new timber sashes, reface of existing rear steps in stone, replace existing external lettering to front facade with new individually fixed lettering. Internal alterations including upgrading services, installation of fire protection measures between floors, structural repairs to building fabric, removal of modern partitions and introduction of new floor finishes. Stone repairs to front façade. (Part retrospective)

Same resolution as item 8 (b) above.

#### 9. TO NOTE DECISION NOTICES

Planning Application No	Location	Description	STC's Comments	CDC Decision
18/04363/TPO	Ashton House, Union Street	Hornbeam - removal of the dead central part of the canopy and 1m reduction of the lateral branches to hopefully allow a new canopy to form.	No objection	Permit
18/03451/LBC	Close Cottage, Sheep Street	Replacement of two windows, internal structural roof repair and replacement of roof light	No objection	Grants consent

**10. ANY OTHER BUSINESS (items to be placed on the agenda for the next meeting)**

Concern was expressed by a committee advisor who said that vehicles continue to speed excessively in the 20 mph zone in the square before 7.00 am. Clerk to take up with local police to see if the newly appointed Speed enforcement officer could pay a visit and do some checks. A member asked for an update on Roly's Fudge shop, in the square, in relation to the UPVC windows that had been installed on a listed building. Clerk said that CDC enforcement had asked the owner to put in a planning application which had been received but had been returned to the applicant as amendments were necessary. The application had still not been returned and is being chased up.

A member expressed concern as to how dark it was in Union Street close to the Fire Station. Clerk to ascertain if a street lamp had been removed when the Ashton House development was taking place and report back.

A committee advisor said that there was a sign belonging to GCC highways had been left behind and is by Clearview stoves in Sheep Street. Cllr J Davies was present and said she would collect it along with others in the town and take to the council office.

**11. DATE OF NEXT MEETING – Tuesday 5<sup>th</sup> February 2019 at 7.00 pm.**

**12. MEETING CLOSED: At 8.01pm.**

Signed: \_\_\_\_\_ Chairman Dated: \_\_\_\_\_