**Draft minutes of the Planning Committee meeting held on**

**Monday 13th January 2020 at 6:15pm in Wickham Market Village Hall,**

**Committee Room**

Present: Cllr Lisa Sanders (Chairman)

 Cllr Mike Hawes Cllr Sonya Exton

 Cllr Emma Lawrence Cllr Ivor French

Officer Present: Jo Peters, Clerk to the Council. There were 2 members of the public present.

**1. To receive apologies for absence**

 Cllr Nobbs was not present.

**2. To receive Councillors Declarations of Interest**

Cllr French declared a non-pecuniary interest as his property is on Spring Lane.

**3. Public Forum**

A member of the public stated he had sent comments to the Clerk in respect of the Planning Application submitted for The Orchard Campsite to which he gave details. The Clerk confirmed she had circulated this correspondence to all members of the Planning Committee. He advised that his main concerns were the impact on increased traffic on Spring Lane as he felt the lane would be able to cope and issues relating to noise.

Cllr Westover raised concerns regarding the application received and stated in her view the proposed 6 units would be extremely visual from the road. She queried how their use would be controlled and asked would the licence be for holiday or 11-month use and recommend that clarification should be sought. She also raised concerns if the proposed lodges proved to be popular then potentially there could be further applications for more.

Her main concern was that no landscape appraisal or tree survey had been submitted with the application. The Chairman thanked both members of the public for their comments.

It was agreed amongst the Planning Committee the applicant needed to be asked what the maximum occupancy would be for the proposed lodges and if they would be on an 11 month licence and is was of high significance the applicant should be asked as to why no landscape appraisal or tree survey had been submitted with the application.

**3.** **To approve the draft minutes of the Planning Committee meeting held on**

**Tuesday 17th December 2019**

These were **Unanimously Approved** and signed by the Chairman as a true record of the meeting.

**4. To consider the following Planning Application:-**

**Planning Ref: DC/19/4785/FUL**

Address: The Orchard Campsite, 28 Spring Lane, Wickham Market

Proposal: Stationing of 6 chalets of caravan definition, being in lieu of existing pitches, (no increase in site numbers), also provision of new site facilities.

It was agreed the Planning Committee could not support this application in its current form due incorrect and lack of information, as follows:-

* It was noted that no Tree Survey or Landscape Assessment had been submitted with the application.
* Within the Design & Access Statement it states the applicant has engaged with the Parish Council and they had expressed support for this application. The Planning Committee confirmed this statement is incorrect as although the applicant had engaged with members of the Planning Committee some time ago with his plans to put lodges on the site these discussions were not directly related to the application in question.
* There are no specific details within the application regarding the proposed occupancy for the lodges and the Planning Committee wish to receive clarification on what the applicant is proposing. It was agreed an extension to the season for these lodges to be occupied for 11 months of the year would not be favoured.
* It was felt the 56 day maximum occupancy within the terms of the current licence being between March and October would be preferable.
* Concerns were raised regarding parking arrangements and it was pointed out by Cllr French that as per the requirement caravans/lodges and tents should be at least 6 metres apart and away from the next occupant to reduce the risk of fire spreading.

Some concerns were raised regarding the size of the proposed lodges and also regarding the impact on the local sewerage plant.

The Planning Committee had **No Objections** to the proposed improvements to the Site Facilities but did point out that the Ladies & Gentlemen’s blocks were the wrong way around on the plans submitted.

**5. To consider any other applications received at the discretion of the Chairman**

None received.

**7. Matters of report and items for next meeting**

The Clerk recommended at the next meeting the Committee should discuss what items they would like herself and Cllr French to raise at the Planning Forum to be held at ESC on 24th January 2020. Cllr Hawes asked if the response from Philip Ridley, ESC in respect of Cherry Tree Cottage would be discussed to which the Chairman suggested this could be considered 15 minutes prior to the next meeting.

There being no further discussion the Chairman closed the meeting at 7.00pm

Signed:…………………………………, Chairman Dated:…………………………