



Agenda

Planning and Licensing Committee

Tuesday, 25 July 2017 at 7.00 pm
Council Chamber - Town Hall

Membership (Quorum – 4)

Cllrs Ms Sanders (Chair), Faragher (Vice-Chair), Bridge, Chilvers, Mrs Middlehurst, Morrissey, Mrs Murphy, Mynott, Newberry, Reed, Mrs Slade and Wiles

Agenda Item	Item	Wards(s) Affected	Page No
1.	Apologies for Absence		
2.	Minutes of the Previous Meeting		7 - 12
3.	17/00591/FUL and 17/00589/LBC The Crown, High Street, Ingatestone, Essex CM4 0AT <ol style="list-style-type: none"> Variation of condition 2 (Development shall not be carried out except in complete accordance with approved drawings) of application 15/00851/FUL (Change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Construction of 3 no. two storey cottages. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment. Construction of an open cart lodge, landscaping and associated works) to vary the condition 2 to replace 	Ingatestone, Fryerning and Mounthesing	13 - 24

reference to approved drawings 09B (Proposed Block Plan), 10B (Proposed Ground and First Floor Plans), 11B (Proposed Cellar and Second Floor Plans), 12B (Proposed Front and Side Elevations), 13B (Proposed Rear and Side Elevations) with the following 608_201_02 Proposed Elevations (2); 8608_202_02 - Proposed Elevations (1); 8608_203_02 - Proposed Ground Floor Plan; 8608_204_02 - Proposed First Floor Plan; 8608_205_02 - Proposed Attic Plan; 8608_401_01 - Proposed Block Plan.

- 2) Amendment to approved application 15/00852/LBC (Works to the Listed Building to enable the change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations, internal alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment.) to allow amendments to internal alterations and extension to side elevation

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|-----------|--|---|---------|
| 4. | 14/00489/FUL and 17/00483/LBC 67 High Street
Ingatestone, Essex | Ingatestone,
Fryerning
and
Mounthesing | 25 - 32 |
| | <ol style="list-style-type: none"> 1) Removal of condition 2 - to build in accordance with approved drawings on 16/01565/FUL (Change of use of 67 High Street, Ingatestone from a retail unit (Class A1) to residential (Class C3) and associated internal and external works) to amend roof design and replace window on the scheme with a door. 2) Conversion of building into two residential units to include single storey rear extension, alterations to windows and doors on the front and side elevations, alterations to roof, addition of roof lights and internal alterations to walls and doors to provide a new layout. | | |
| 5. | 17/00498/FUL 3, 4 and 5 Crown Mews, Ingatestone, Essex
CM4 0AT | Ingatestone,
Fryerning
and
Mounthesing | 33 - 40 |
| | <p>Variation of condition 2 on 15/00851/FUL (Change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Construction of 3 no. two storey cottages.</p> | | |

Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment. Construction of an open cart lodge, landscaping and associated works) to add porch canopy roof to entrance doors, additional side windows, conversion of lofts and insert velux rooflights to 3 No. two storey proposed cottages and alterations to the roof of the apartment conversion.

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|-----|---|-----------------|---------|
| 6. | 17/00643/FUL Town Hall, Ingrave Road, Brentwood, Essex | Brentwood South | 41 - 54 |
| | <p>Redevelopment of site to provide a mix use including "community hub" (sui generis use) at ground floor, offices (Use Class B1) within part of the basement and part of the ground floor and the entire first floor, and 19 flats (4 x 1 bed and 15 x 2 bed) at second and third floor level. Elevational alterations, roof extensions, a single storey colonnade extension to front east facing elevation and alterations to facilitate new vehicular and cycle parking layout, landscaping and boundary treatments.</p> | | |
| 7. | 17/00427/FUL South Car Park, Town Hall, Ingrave Road, Brentwood, Essex | Brentwood South | 55 - 62 |
| | <p>Construction of temporary portacabins for two years.</p> | | |
| 8. | 17/00714/FUL 1-2 Seven Arches Road, Brentwood, Essex | Brentwood South | 63 - 68 |
| | <p>Provision of two new access doors to front and side, provision of ramps to improve accessibility and install steps to side door, Installation of a new window to detached car park store.</p> | | |
| 9. | 17/00682/FUL Land adjacent to 3 King Edward Road, Brentwood, Essex | Brentwood South | 69 - 78 |
| | <p>Construction of two x 2 bedroomed semi-detached dwellings.</p> | | |
| 10. | Urgent Business | | |

Head of Paid Service

Town Hall
Brentwood, Essex
17.07.2017

Information for Members

Substitutes

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

Rights to Attend and Speak

Any Members may attend any Committee to which these procedure rules apply.

A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

Point of Order/ Personal explanation/ Point of Information

Point of Order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

Personal Explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate. If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

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The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

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If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of these activities, in their opinion, are disrupting proceedings at the meeting.

Private Session

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Committee does so, you will be asked to leave the meeting.

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Evacuation Procedures

Evacuate the building using the nearest available exit and congregate at the assembly point in the North Front Car Park.

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Minutes

Planning and Licensing Committee Tuesday, 13th June, 2017

Attendance

Cllr Ms Sanders (Chair)
Cllr Bridge
Cllr Chilvers
Cllr Mrs Middlehurst
Cllr Mrs Murphy

Cllr Mynott
Cllr Newberry
Cllr Reed
Cllr Mrs Slade
Cllr Wiles

Apologies

Cllr Morrissey
Cllr Faragher

Substitute Present

Cllr Barrett (Substituting for Cllr Morrissey)
Cllr Trump (Substituting for Cllr Faragher)

Also Present

Cllr Mrs Davies	
Cllr Foan	- West Horndon Parish Council
Cllr Hossack	
Cllr Lockhart	- Blackmore Parish Council
Cllr Aspinell	
Cllr Kendall	
Cllr Parker	

Officers Present

Philip Drane	- Planning Policy Team Leader
Caroline McCaffrey	- Development Management Team Leader
Kathryn Mathews	- Senior Planning Officer
Claire Mayhew	- Governance and Member Support Officer
Mike Ovenden	- Consultant Principal Officer
Surinder Atkar	- Planning Solicitor

13. Apologies for Absence

Apologies were received from Cllr Morrissey, Cllr Barrett was substituting, and Cllr Faragher and Cllr Trump was substituting.

14. Nomination of Vice Chair

In the absence of the Vice Chair, Cllr Faragher. The Chair **MOVED** and Cllr Bridge **SECONDED** that Cllr Trump be appointed Vice Chair for the duration of the meeting.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**.

15. Minutes of the Previous Meeting

The minutes of the Planning & Licensing Committee held on 25th April 2017 were approved as a true record subject to an amendment to Min. 351 - Essex Police & La Plata House 16/01805/OUT to state that a full discussion was undertaken relating to condition 10 of the report.

16. Land to the rear of Hatch Road, Pilgrims Hatch, Brentwood, Essex Application Number: 17/00057/OUT

Mrs Simpson, was present and addressed the committee in objection to the application.

Mr Baker, was also present and addressed the committee in support of the application.

Mrs Jennings, Hatch Road Neighbourhood Association, was present and addressed the committee in objection to the application.

Mr Willis, Agent was present and addressed the committee in support of the application.

Cllr Mrs Davies, Cllr Kendall and Cllr Aspinell, Ward Members were also present a spoke in objection to the application, expressing their concerns relating to the Green Belt, traffic flow within Hatch Road, urban sprawl, large development for a small village like environment. No support of the applicant from local residents.

Ward Members support the principle of a smaller development on the portion of the site that is contained within the existing Brentwood urban area, as defined by the Brentwood Replacement Local Plan Proposals Map (i.e. not on land within the Green Belt), but with no properties over three stories.

After a full discussion Cllr Bridge **MOVED** and Cllr Mynott **SECONDED** that the **REFUSE** the application.

A vote was taken by a show of hands.

FOR: Cllrs Barrett, Bridge, Chilvers, Mrs Middlehurst, Mrs Murphy, Mynott, Newberry, Reed, Ms Sanders, Mrs Slade, Trump and Wiles (12)

AGAINST: (0)

ABSTAIN: (0)

RESOLVED UNANIMOUSLY that the application is **REFUSED** for the following reasons:

1. The proposal would be inappropriate development in the Green Belt in that would materially detract from openness, it would represent an encroachment of development into the countryside and it would result in an unrestricted sprawl of a large built up area. It would therefore conflict with Brentwood Replacement Local Plan Policies GB1 and GB2 and the objectives of the Framework as regards development in the Green Belt.

2. Other matters that may weigh in favour of the proposal have been considered individually and collectively they do not clearly outweigh the harm to the Green Belt or the other harms identified. Therefore, very special circumstances to justify inappropriate development in the Green Belt do not exist.

17. Navestock Village Hall, Navestock Side, Navestock, Essex Application Number: 17/00432/FUL

Mr Tyzack, was present and addressed the committee in objection to the application, with concerns relating to parking, size, Green Belt, noise disturbance and the poor transport links to the village.

Mr Balcombe, was also present and addressed the committee in support of the application.

Mrs Savill, Applicant - Chair of Navestock Parish Council, was present and addressed the committee in support of the application. She informed the committee that care was taken in the design, so it was in-keeping with the surrounding area.

Cllr Parker, Ward Member was present and addressed the committee in support of the application, who confirmed this also has the support from his fellow Ward Members, Cllrs McCheyne and Poppy. The application has the support of Sport England. A number of local residents support the development and welcome the idea of an indoor sporting facility.

Members of the committee expressing support and concerns about the application relating to size, not a sustainable location, poor transport link, car

parking. Suggestion was made for the re-development of the Parish Hall for an indoor sports facility to be considered.

Cllr Ms Sanders **MOVED** and Cllr Trump **SECONDED** to **REFUSE** the application.

A vote was taken by a show of hands.

FOR: Cllrs Barrett, Bridge, Chilvers, Mrs Middlehurst, Mynott, Newberry, Ms Sanders, Trump and Wiles (9)

AGAINST: Cllr Mrs Slade (1)

ABSTAIN: Cllrs Mrs Murphy and Reed (2)

RESOLVED that the application is **REFUSED** for the following reasons:

1. The proposal would be inappropriate development in the Green Belt that would materially detract from openness and would represent an encroachment of development into the countryside. It would therefore conflict with RLP Policies GB1 and GB2 and the objectives of the Framework as regards development in the Green Belt.
2. As a result of the size, design and appearance of the proposed building the proposal would unacceptably detract from the role and intrinsic character and beauty of the countryside. It would conflict with RLP Policy CP1 and with one of the core planning principles of the Framework which indicates that planning should take account of the different roles and character of different areas and recognize the intrinsic character and beauty of the countryside.
3. The proposed sports hall would be likely to attract users from settlements nearby which are locationally more sustainable. It is considered undesirable to develop a facility that would potentially attract significant numbers of people to this unsustainable location which would result in a high dependency on private cars with limited opportunities for alternative means of transport. The proposal would therefore not satisfy the underlying objective of the Framework as regards sustainable development.
4. Other matters that may weigh in favour of the proposal have been considered but collectively they do not clearly outweigh the harm to the Green Belt or the other harms identified. Therefore, very special circumstances to justify inappropriate development in the Green Belt do not exist.

**18. The Old Pump Works, Great Warley Street, Great Warley, Essex
Application Number: 16/01764/FUL**

This application was withdrawn prior to the meeting.

**19. Brentwood Borough Council Transport Depot, The Drive, Great Warley,
Brentwood, Essex Application Number: 01/00317/FUL**

This application replaces the previous application 16/01411/BBC.

Cllr Parker, Chair of Environment and Enforcement Committee, spoke in support of the application.

Cllr Mynott referenced the condition from the previous application Min 236 be added. It was clarified that the only condition on the previous application related to trees, which is no longer required and it would be unreasonable to impose any new condition on the specific operation of the development.

Cllr Wiles **MOVED** and Cllrs Mrs Murphy **SECONDED** to **APPROVE** the application.

A vote was taken by a show of hands.

FOR: Cllrs Barrett, Bridge, Chilvers, Mrs Middlehurst, Mrs Murphy, Mynott, Newberry, Reed, Ms Sanders, Mrs Slade, Trump and Wiles (12)

AGAINST: (0)

ABSTAIN: (0)

RESOLVED UNANIMOUSLY that the application is **APPROVED** for the following reasons:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

20. Response to Chelmsford City Council Draft Local Plan Preferred Options Consultation

The report seeks Members approval on a formal response to Chelmsford City Council's Draft Local Plan Preferred Options consultation (March 2017). A response has been submitted to comply with the consultation deadline, subject to the approval of the Council's Planning and Licensing Committee.

The Council's response sets out general support for the Draft Local Plan's commitment to meeting Chelmsford's identified development needs in full, and to continued collaboration through the duty to cooperate on strategic issues that affect our two areas.

Cllr Sanders **MOVED** and Cllr Trump **SECONDED** to **APPROVE** the recommendation set out in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

- 1 To approve the response to Chelmsford City Council's Draft Local Plan Preferred Options (March 2017), as set out in Appendix A.**

REASON FOR RECOMMENDATION

It is considered appropriate that Brentwood Borough Council express general support for the way in which the Chelmsford City Council Draft Local Plan Preferred Options looks to meet its identified development needs in full, and commit to continued collaboration through the duty to cooperate on strategic issues that affect our two areas.

21. Urgent Business

There was no items of Urgent Business.

The meeting concluded at 20.42

COMMITTEE REPORT

ITEM 03

Reference:

1)17/00591/FUL
2)1700589/LBC

Site:

The Crown
High Street
Ingatestone
Essex
CM4 0AT

Ward:

Ingatestone, Fryerning
& Mounthessing

Parish:

Ingatestone &
Fryerning

Proposal:

- 1) Variation of condition 2 (Development shall not be carried out except in complete accordance with approved drawings) of application 15/00851/FUL (Change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Construction of 3 no. two storey cottages. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment. Construction of an open cart lodge, landscaping and associated works) to vary the condition 2 to replace reference to approved drawings 09B (Proposed Block Plan), 10B (Proposed Ground and First Floor Plans), 11B (Proposed Cellar and Second Floor Plans), 12B (Proposed Front and Side Elevations), 13B (Proposed Rear and Side Elevations) with the following 608_201_02 Proposed Elevations (2); 8608_202_02 - Proposed Elevations (1); 8608_203_02 - Proposed Ground Floor Plan; 8608_204_02 - Proposed First Floor Plan; 8608_205_02 - Proposed Attic Plan; 8608_401_01 - Proposed Block Plan.
- 2) Amendment to approved application 15/00852/LBC (Works to the Listed Building to enable the change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations, internal alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey

outbuilding. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment.) to allow amendments to internal alterations and extension to side elevation

Plan Number(s):

Heritage, Design & Access Statement/Revised;
201/03;202/03;203/03;204/03;205/03;401/02;401;201;202;203;204;

Applicant:

Mr Mark Eaton

Case Officer: Mr Nick Howard

1.0 DESCRIPTION OF PROPOSAL

Background:

When planning permission is granted, development must take place in accordance with the permission and conditions attached to it, with any associated legal agreements. New issues may arise after planning permission has been granted, which require modification of the approved proposals. Where these modifications are fundamental or substantial, a new planning application under section 70 of the Town and Country Planning Act 1990 will need to be submitted. The local planning authority may grant planning permission, either unconditionally or subject to such conditions they see fit; or refuse planning permission.

In this instance, a change to the original planning permission and listed building consent is sought retrospectively, because both the construction of the 3 cottages and former stable block and works to the listed building have already been carried out.

The applications therefore seek a variation of condition 2 of planning references 15/00851/FUL and 15/00852/LBC.

Condition 2 of those permissions states:

The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

The works carried out are were completed in April 2017 and this application seeks approval for an alternative scheme to that permitted in 2015. A more complete description of the alterations to the approved drawings is outlined in the planning assessment of the report.

2.0 SITE DESCRIPTION

The site comprises The Crown which is a former public house dating from the 15th century. It's comprised of two storeys with a clay tile roof, is Grade II listed and occupies a prominent position within Ingatestone Conservation Area. To the north of the property is 67 High Street and to the rear is the grounds of the public house where three cottages have recently been constructed.

3.0 RELEVANT HISTORY

- 15/00851/FUL: Change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Construction of 3 no. two storey cottages. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment. Construction of an open cart lodge, landscaping and associated works. -Application Permitted
- 17/00489/FUL/17/00483/LBC Alterations on 67 High Street which also appears on this committee agenda
- 17/00498/FUL Alterations to three cottages to rear which also appears on this committee agenda.

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- **Historic Buildings And Conservation Officer-**

The HBO officer **objects** to the proposed alterations, the content of her report is contained within the assessment section of this report.

- **Parish Council**

Ingatestone & Fryerning Parish Council raise no objection to planning application 17/00591/FUL - The Crown, High Street, Ingatestone, CM4 0AT.

- **Highway Authority-**

No objections to make on the proposed variation of condition 2 of application 15/00851/FUL.

- **Historic England-**

On the basis of the information available to date, we do not wish to offer any comments. We suggest that you seek the views of your specialist conservation and archaeological advisers, as relevant.

- **Highways England-**

No objection.

- **County Archaeologist-**

RE: 17/00591/FUL: Variation of condition 2 on 15/00851/FUL. | The Crown, High Street, Ingatestone Essex CM4 0AT

The Historic Environment advisor of Essex County Council has been consulted on the above planning application. While the original planning application (15/00851/FUL) has an archaeological Condition this variation on Condition 2 has no archaeological impact, therefore there is no requirement for any further archaeological investigation for this application.

- **Environmental Health & Enforcement Manager-**

17/00591/FUL

This service has no comment on the above proposal.

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

3 letters of representation have been received that can be summarised as follows:

The works have increased the occupancy of the site by 3 additional bedrooms in the cottages and one additional dwelling for which no car parking is provided, without increasing the current inadequate visitor parking.

Increase in already inadequate parking on site will result in further increase of the current parking abuse in nearby Post Office Road

The Chairman of the resident's association has verbally objected to the extent of the front step hinders movement along the pavement in front of the building.

Protest to the developers blatant disregard of due process and Council authority in relation to retrospective planning applications, if permitted would set a precedent for other developers.

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy: C15 & C17

NPPF Sections: Chapter 12 Conserving and Enhancing the Historic environment, paragraphs 132 and 133

Local Development Plan:

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

7.0 ASSESSMENT

Background:

The applicant has listed a number of alterations carried out to the former public house which do not form part of the approved plans referred to in references 15/00851/FUL and 15/00852/LBC. At the outset the Council's planning officer and historic buildings officer have met the applicant's agent on site on two occasions, the second time with their conservation consultants.

The relevant policies within the Brentwood Replacement Local Plan to both applications are:

C15 Demolition, Alterations or Extensions

The demolition or partial demolition of a listed building will only be allowed in the most exceptional circumstances. alterations or extensions will only be permitted subject to the following criteria:

(i) the proposal does not detract from the character or setting of the listed building

(ii) the proposal is appropriate and sympathetic in terms of design, scale and materials

(iii) the plans submitted take into account the requirements of the fire officer, building control, environmental health and other legislation, in order that the full impact of the proposal may be considered

C17 Change of Use of a Listed Building

Changes of use of a part, or the whole of a listed building will only be permitted if it results in the character and features of special architectural or historical interest being preserved or enhanced. proposals should incorporate details of all the intended alterations to the building and its curtilage including detailed plans taking into account the requirements of the fire officer, building control, environmental health and other relevant legislation.

The Crown: At the eastern range (Ground Floor), the proposals contain the retention of a single storey lean-to element (in comparison to its removal in the extant application) this is supported in principle. However, the use of sash windows with deep reveals as per the applied fenestration is not supported upon this element of the building; the lean-to element is an ancillary form and the details should reflect its subservient nature.

This issue was discussed at the site meeting, however, whilst 'casements' are annotated on these revised plans, the elevations show these are 'as built' sashes. The reveals and cills are not typical details for this period of the building, the windows should be single glazed, hand painted and face puttied with no trickle vents or applied glazing bars. This comment regarding fenestration also applies to the first-floor windows at the eastern range.

Rainwater goods on the eastern range require rationalising as they currently discharge onto the roof of the single storey element, which in the long term could cause damage to the roof of the outshot.

The entrance door within the single storey element appears to be of composite timber with a double-glazed vision panel and is not appropriate to the context of the building.

Within the interior of this eastern range, the storey posts have been covered over, a doorway and frame, visible during the stages of the watching brief has also been covered. No details of this new internal skin have been submitted e.g. it's fixings etc. However, the main concern, notwithstanding this lack of detail, is that this approach has been replicated throughout the listed building. The 'covering up' of highly significant

elements of the timber frame has impacted negatively upon the character of the building overall, concealing the architectural interest of the listed building should not have been a carte blanche approach.

A critical aspect of this application is the lack of all the original internal doors, fixtures, skirtings and ironmongery. These features viewed on site are all new and consistent in profile. Whilst the removal of certain features was accepted (to be securely stored) during renovation works, such items are high contributors to the architectural interest of the listed building. The variations of their architectural periods facilitate the legibility of the buildings' evolution and as such they are integral to its nationally designated status. This comment also applies to panelling within the first floor (Applicants Note 28), which was accepted as being removed to facilitate a partition adjustment, but it should have been carefully reapplied or reused within that period of the building. This advice was given during the watching brief but ignored.

In respect of the new doors in the eastern range, on site it was stated that the justification for their removal was in respect of Building Regulations; e.g. implications in terms of means of escape Part B of the Building Regulations. Further to our site visit, the HBO has spoken with the Councils Buildings Inspector, whom has provided initial advice given in respect of fire strategy, however no evidence base to support this is contained within this application. Furthermore, this containment would not extend to, nor result in, all doors being lost in entirety.

The HBO understands the same fire strategy does not apply throughout the other two units. Furthermore, if the doors on the eastern range cannot be used in the lobbied area, then the applicant should be looking into where the original doors can be reused within the unit. The HBO also notes a second-floor cupboard door which is highly significant would not have the requirement to be removed in terms of compliance. This point in respect of historic fabric as with the previous point in terms of covering up all of the timber frame is the most harmful aspect of the works and is not acceptable.

Note 02 in the applicant's submission, indicates 'secondary glazing' on a window on the front elevation, however no details are contained within this application. Whilst secondary glazing can be accepted upon listed buildings, details and method of fixing are required alongside a justification. No justification has been provided.

Turning to the rear exterior of the listed building, the applicants note 15, proposes a new timber door with vision panel, as opposed to the full glazed door in place presently. The HBO considers this new timber door is accepted and the glazed door should be removed. The new door should not be of a composite material in the interest of the special architectural interest of the building, therefore details are required.

With regard to the western side elevation, alarm boxes and other paraphernalia are not accepted on this significant elevation of the listed building. The placement is harmful to the buildings character and architectural interest. These elements could have been incorporated within the servicing routes and not wired to the exterior of the building. This applies to the lighting on the listed building which the HBO advises should be reduced. There is an expanse of lanterns which detract from the simplicity of the medieval building, again lighting could have been incorporated into the scheme without being positioned onto the face of the listed building at all elevations.

The AstroTurf in the setting of the listed building is harmful and is not supported. A cohesive scheme for landscaping at the conditions stage was undertaken and should be adhered to in the interests of the setting of the listed building and the character and appearance of the Conservation Area.

The applicant has responded to state that the replacement casement windows to the eastern elevations are currently on order, the rainwater goods issue was a comment, the entrance door is in timber and considered appropriate, the historic features that have been covered up have been recorded and that it was necessary for selling the houses, the original doors would not meet fire regulations, the secondary glazing is not proposed, the alarm boxes have been removed and the electric boxes covered, each access door requires lighting for safety purposes and the astro turf will be replaced by grass.

In response the HBO accepts the timber single glazed casements, (with no trickle vents and without 'applied' glazing bars). She maintains the rainwater goods can be rationalised and the composite door could be improved.

In response to the Residents Association concerns regarding the front step the applicant intends (Note 04) to cut back the step which is accepted.

With regard to the issue of car parking, this has been raised in connection with the rear cottages. However overall within the site eight residential units are being created and seventeen car parking spaces are being provided. Therefore, the proposed car parking provision meets the Council parking standards.

8.0 CONCLUSION

Overall there has been an appropriate level of restorative works accompanied by recordings of significant timbers etc. Therefore, it is highly unfortunate the architectural interest and detail uncovered during these works has now been covered over, features removed to a point where the internal envelope appears lacking in character and architectural interest.

In terms of the removal of significant historic fabric and the unsympathetic approach to installing new internal doors/skirtings/fixtures etc, this constitutes a high level of irreversible harm.

The cumulative impact of the matters raised within this report are harmful to the character and setting of the listed building. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan.

Paragraph 132 of the National Planning Policy Framework sets out the methodology of considering the impact of the proposed development on the significance of a designated heritage asset. It states that significance can be harmed or lost through the alteration or destruction of the heritage asset or development within its setting. Officers consider the proposals in line with the alterations carried out have harmed the significance of the building and conclude that substantial harm has occurred. Therefore, the Framework states that substantial harm to a Grade II listed building should be exceptional.

Paragraph 133 of the Framework states that where a proposed development will lead to a substantial harm to a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm is necessary to achieve substantial public benefits that outweigh that harm. The proposal would lead to the creation of three market dwellings which is considered to be of limited public benefit and would not outweigh the harm to the heritage asset.

9.0 RECOMMENDATION

1) The Full Application(17/00591/FUL) be REFUSED for the following reasons:-

1. The proposed alterations to the Grade II listed building has covered over areas of architectural interest and detail, removed significant historic fabric and installed unsympathetic features contributing to a cumulative impact resulting in substantial harm to the significance of the designated heritage asset. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan. Furthermore, paragraph 133 of the Framework indicates that where the proposed development will lead to substantial harm to the significance of a designated heritage asset, local planning authorities should refuse consent, unless it is demonstrated that the harm is outweighed by substantial public benefits. The public benefits of providing three market dwellings are considered to be minor and would not outweigh the substantial harm to the listed building and therefore the proposal is contrary to the provisions within the Framework.

2) The Listed Building Application (1700589/LBC) be REFUSED for the following reasons:-

1. The proposed alterations to the Grade II listed building has covered over areas of architectural interest and detail, removed significant historic fabric and installed unsympathetic features contributing to a cumulative impact resulting in substantial harm to the significance of the designated heritage asset. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan. Furthermore, paragraph 133 of the Framework indicates that where the proposed

development will lead to substantial harm to the significance of a designated heritage asset, local planning authorities should refuse consent, unless it is demonstrated that the harm is outweighed by substantial public benefits. The public benefits of providing three market dwellings are considered to be minor and would not outweigh the substantial harm to the listed building and therefore the proposal is contrary to the provisions within the Framework.

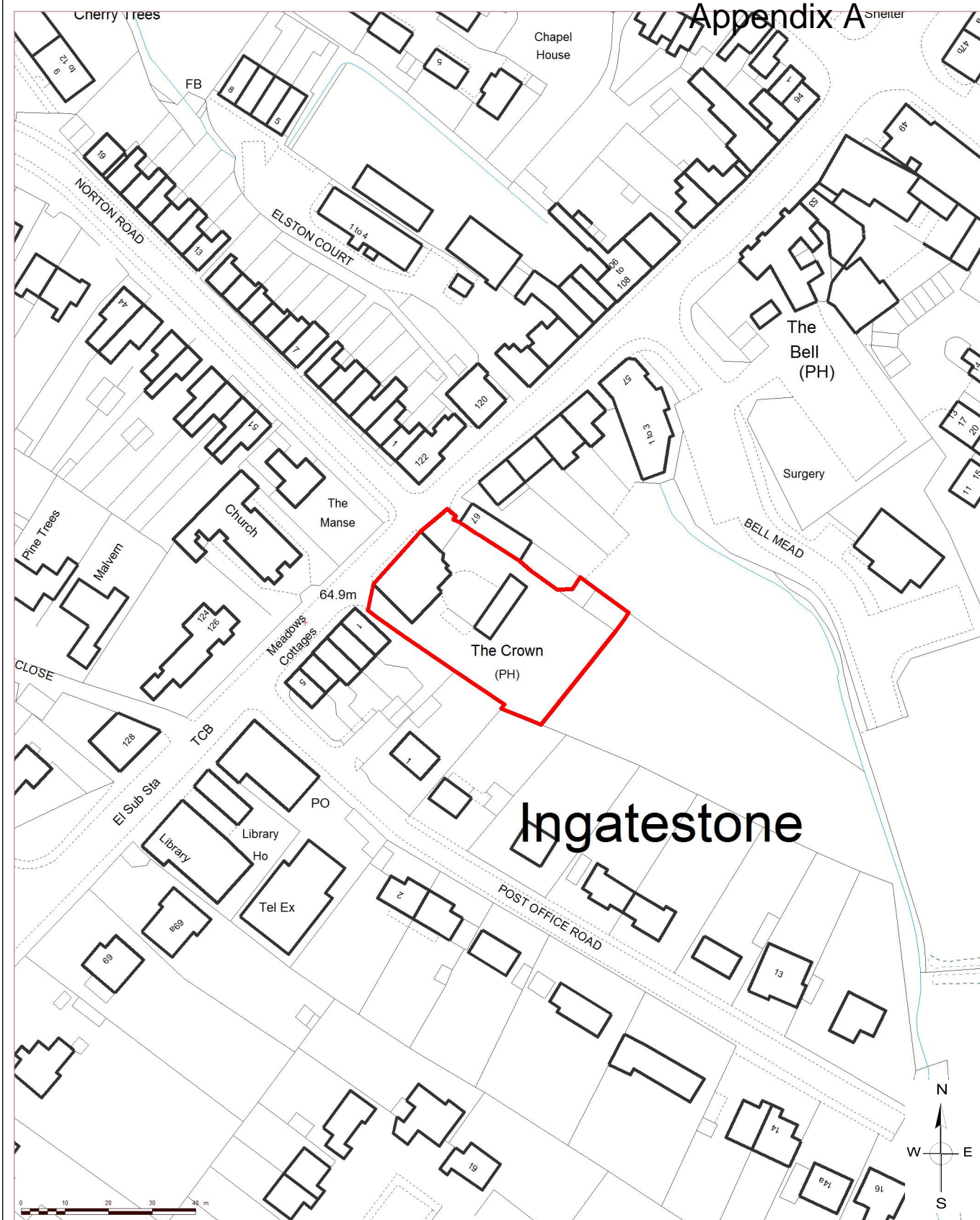
Informative(s)

1. The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: C15 & C17; the National Planning Policy Framework 2012 and NPPG 2014.
2. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and clearly identifying within the grounds of refusal either the defective principle of development or the significant and demonstrable harm it would cause. The issues identified are so fundamental to the proposal that based on the information submitted with the application, the Local Planning Authority do not consider a negotiable position is possible at this time.

Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning



Title : The Crown High Street, Ingatestone

17/00589/LBC

Scale at A4 : 1:1250

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 04

Reference:

- 1) 17/00489/FUL
- 2) 17/00483/LBC

Site:

67 High Street
Ingatestone
Essex
CM4 0AT

Ward:

Ingatestone, Fryerning
& Mountnessing

Proposal:**Parish:**

Ingatestone &
Fryerning

- 1) Removal of condition 2 - to build in accordance with approved drawings on 16/01565/ful (Change of use of 67 High Street, Ingatestone from a retail unit (Class A1) to residential (Class C3) and associated internal and external works) to amend roof design and replace window on the scheme with a door
- 2) Conversion of building into two residential units to include single storey rear extension, alterations to windows and doors on the front and side elevations, alterations to roof, addition of roof lights and internal alterations to walls and doors to provide a new layout

Plan Number(s):

106/02; 107/03; D1; DESIGN AND ACCESS STATEMENT; previous decision; 01;

Applicant:

Crown Ingatestone Limited

Case Officer: Mr Nick Howard

The application has been called in by Councillor Cloke on the grounds of the alterations being carried out in advance of planning permission and car parking issues.

1.0 DESCRIPTION OF PROPOSAL

Background:

When planning permission is granted, development must take place in accordance with the permission and conditions attached to it, with any associated legal agreements. New issues may arise after planning permission has been granted, which require

modification of the approved proposals. Where these modifications are fundamental or substantial, a new planning application under section 70 of the Town and Country Planning Act 1990 will need to be submitted. The local planning authority may grant planning permission, either unconditionally or subject to such conditions they see fit; or refuse planning permission.

In this instance, a change to the original planning permission and listed building consent is sought retrospectively, because both the construction of the 3 cottages and former stable block and works to the listed building have already been carried out.

The applications therefore seek a variation of condition 2 of planning reference 16/01565/FUL

Condition 2 of those permissions states:

The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

The works carried out were completed in April 2017 and this application seeks approval for an alternative scheme to that permitted in 2016.

The proposal is for alterations to the curtilage listed building which are discussed in detail in the assessment section of the report.

2.0 SITE DESCRIPTION

67 High Street is a curtilage listed building within the located within the historic curtilage of the Grade II listed building of The Crown. The site holds a prominent position within the Ingatestone High Street Conservation Area. It is a long single storey building with a pitched roof.

3.0 RELEVANT HISTORY

- 16/01565/FUL: Change of use of 67 High Street, Ingatestone from a retail unit (Class A1) to residential (Class C3) and associated internal and external works. - Application Permitted
 - 17/00591/FUL & 17/00589/LBC- alterations to the Crown Inn – These applications are being considered on the same committee agenda.
 - 17/00498/FUL- alterations to the three cottages at the rear- This application is being considered on the same committee agenda.

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- **Parish Council-**

No objection.

- **Historic Buildings And Conservation Officer-**

HBO **objects** to the proposal. Her comments are discussed in full in the assessment section of the report

- **Environmental Health & Enforcement Manager-**

This service has no comment on the above proposals as they are design issues only.

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

6 letters of objection on the grounds that alterations have been carried out without planning permission and the proposal would cause parking chaos. One of the objectors is concerned that the front garden of No 67 will be 'unsecured'

The Post Office Road Residents Association object on the grounds of lack of parking due to the increased occupancy of the cottages to the rear of the public house, which will lead to more parking on neighbouring streets including Post Office Road

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy:C15 & C17

NPPF Sections: Paragraph 134

Local Development Plan:

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

7.0 ASSESSMENT

The building is a curtilage listed building set within the grounds of the Crown Inn, which is Grade II listed. The Council have no objections to the principle of converting the building into two residential units.

The roof/eaves on site is currently unacceptable, however the proposed alteration showing the roof/eaves detail as set out in the submitted plans is accepted by way of mitigation. The fenestration and reinstatement of the stable door (with its original fixings) is supported; this includes single glazed flush casement windows, painted timber.

However, there are a number of issues still outstanding that the applicant is unwilling to change. These are as follows:

- The doors to the north west (front) elevation remain of an urban design and are considered out of keeping with the character of the listed building.
- The vents on the rear elevation have been covered up and should be reinstated.
- The expanse of roof lights, which includes six on the eastern roof plane is too great and these are not conservation type rooflights which could be set flush into the roof covering.
- The soil vent pipes on the ridge line of the building should be reduced and the tile vents could be incorporated.

- Overall the clutter on the roofscape at present is not accepted.

8.0 CONCLUSION

The Council consider that these unsympathetic additions cumulatively are harmful to the character and setting of the curtilage listed building. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan.

Paragraph 134 of the Framework states where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal, including securing its optimum viable use.

The proposal provides two private residential units, which is considered to be of limited public benefit and does not outweigh the harm to the significance of the heritage asset.

9.0 RECOMMENDATION

The Application be REFUSED for the following reasons:-

- 1) The proposed alterations to the curtilage listed building has installed unsympathetic features contributing to a cumulative impact resulting in less than substantial harm to the significance of the designated heritage asset. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan. Furthermore, paragraph 134 of the Framework indicates that where the proposed development will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal, including securing its optimum viable use. The public benefits of providing two market residential units are considered to be minor and would not outweigh the harm to the listed building and therefore the proposal is contrary to the provisions within the Framework.
- 2) The proposed alterations to the curtilage listed building has installed unsympathetic features contributing to a cumulative impact resulting in less than substantial harm to the significance of the designated heritage asset. The proposal is therefore contrary to Policies C15 and C17 of the Brentwood Replacement Local Plan. Furthermore, paragraph 134 of the Framework indicates that where the proposed development will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal, including securing its optimum viable use. The public benefits of providing two market residential units are considered to be minor and would not outweigh the harm to the listed building and therefore the proposal is contrary to the provisions within the Framework.

Informative(s)

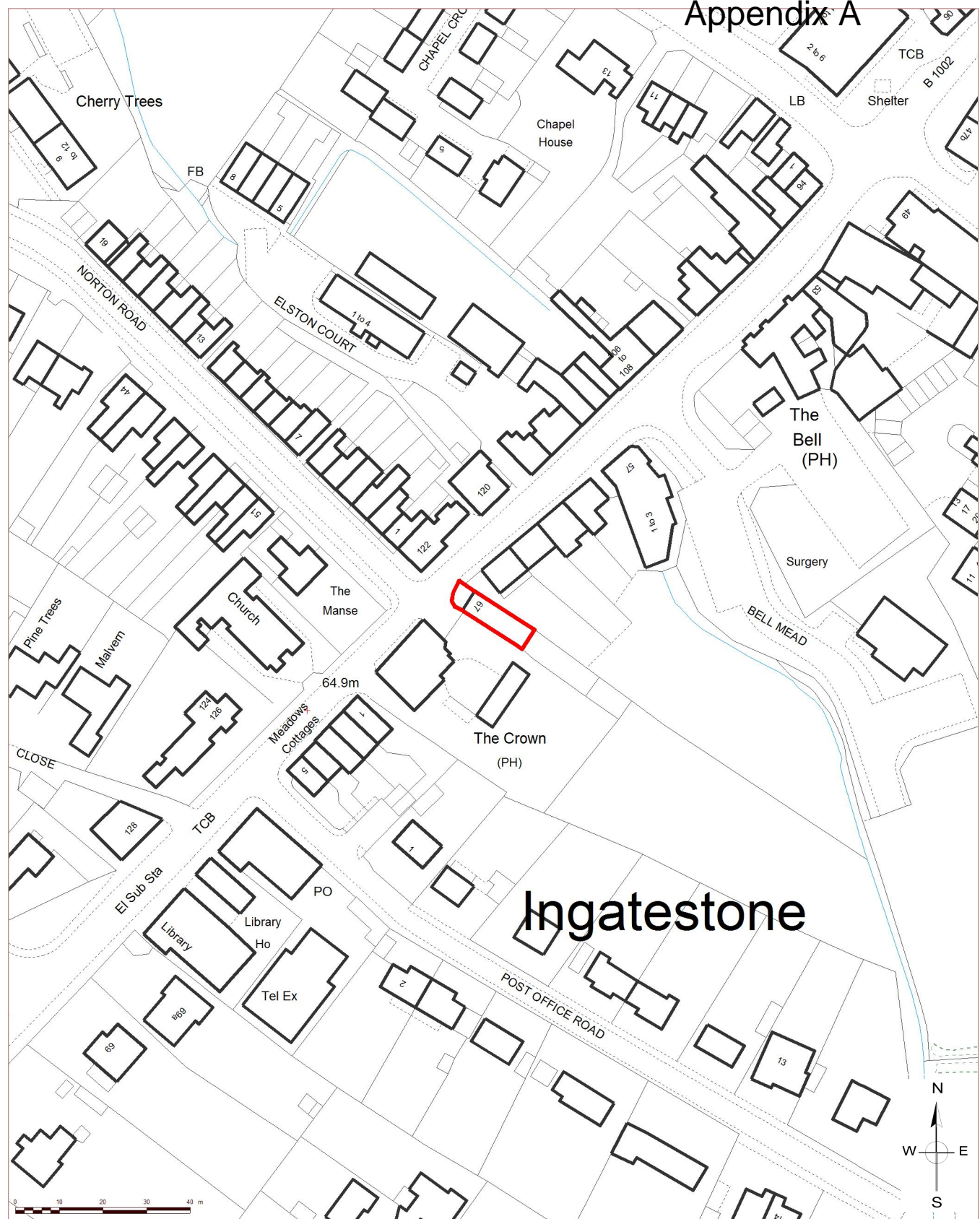
1. The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: C15 & C17; the National Planning Policy Framework 2012 and NPPG 2014.
2. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and clearly identifying within the grounds of refusal either the defective principle of development or the significant and demonstrable harm it would cause. The issues identified are so fundamental to the proposal that based on the information submitted with the application, the Local Planning Authority do not consider a negotiable position is possible at this time.

Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning

Appendix A



Ingatestone

Title : 67 High Street, Ingatestone

17/00489/FUL

Scale at A4 : 1:1250

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 05

Reference:
17/00498/FUL

Site:
3, 4 and 5 Crown Mews
Ingatestone
Essex
CM4 0AT

Ward:
Ingatestone, Fryerning
& Mountnessing

Parish:
Ingatestone &
Fryerning

Proposal:
Variation of condition 2 on 15/00851/ful (Change of use of the host Listed Building to create 3 no. residential units, including the demolition and replacement of single storey side addition, fenestration alterations and the construction of two storey and single storey rear additions. Partial site clearance of single storey outbuilding. Construction of 3 no. two storey cottages. Refurbishment and extension of existing stable range bringing 67 High Street into commercial use and creating a single storey apartment. Construction of an open cart lodge, landscaping and associated works) to add porch canopy roof to entrance doors, additional side windows, conversion of lofts and insert velux rooflights to 3 No. two storey proposed cottages and alterations to the roof of the apartment conversion.

Plan Number(s):

4698-01B; 101/03; 102/03; 103/03; 104/03;

Applicant:
Crown Ingatestone Limited

Case Officer: Mr Nick Howard

1.0 DESCRIPTION OF PROPOSAL

Background:

When planning permission is granted, development must take place in accordance with the permission and conditions attached to it, with any associated legal agreements. New issues may arise after planning permission has been granted, which require modification of the approved proposals. Where these modifications are fundamental or substantial, a new planning application under section 70 of the Town and Country Planning Act 1990 will need to be submitted. The local planning authority may grant planning permission, either unconditionally or subject to such conditions they see fit; or refuse planning permission.

In this instance, a change to the original planning permission and listed building consent is sought retrospectively, because both the construction of the 3 cottages and former stable block and works to the listed building have already been carried out.

The applications therefore seek a variation of condition 2 of planning references 15/00851/FUL and 15/00852/LBC.

Condition 2 of those permissions states:

The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

The works carried out were completed in April 2017 and this application seeks approval for an alternative scheme to that permitted in 2015.

The proposal is for alterations to three cottages situated to the rear of the Crown Inn, Ingatestone. The alterations are described in detail in the assessment section of the report

2.0 SITE DESCRIPTION

The site is situated to the rear of the Crown Inn, Ingatestone, which is a Grade II listed building. To the south of the site are properties fronting onto Post Office Road. To the north is 67 High Street and open ground is situated to the east of the site. The site is situated within Ingatestone Conservation Area.

3.0 RELEVANT HISTORY

- 17/00591/FUL & 1700589/LBC- alterations to the Crown Inn – These applications are being considered on the same committee agenda
- 17/00489/FUL/17/00483/LBC Alterations on 67 High Street which also appears on this committee agenda

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- **Historic Buildings And Conservation Officer-**

The HBO **objects** to the proposed alterations, her comments are set out below in the assessment section of the report.

- **Historic England-**

On the basis of the information available to date, we do not wish to offer any comments. We suggest that you seek the views of your specialist conservation and archaeological advisers, as relevant.

- **County Archaeologist-**

RE: 17/00498/FUL: Variation of condition 2 on 15/00851/FUL. | 67 High Street
Ingatestone Essex CM4 0AT

The Historic Environment advisor of Essex County Council has been consulted on the above planning application. While the original planning application (15/00851/FUL) has an archaeological Condition this variation on Condition 2 has no archaeological impact, therefore there is no requirement for any further archaeological investigation for this application.

- **Parish Council-**

Ingatestone & Fryerning Parish Council raise NO OBJECTION to planning application 17/00498/FUL - 67 High Street, Ingatestone, but the Parish Council is disappointed that the final design and layout does not reflect the originally approved plans.

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

6 letters of objection on the grounds that alterations have been carried out without planning permission and the proposal would cause parking chaos. There is also concerns that the dwellings have potential for greater occupancy and overlooking into neighbouring properties.

The Post Office Road Residents Association object on the grounds of lack of parking due to the increased occupancy of the cottages to the rear of the public house, which will lead to more parking on neighbouring streets including Post Office Road

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy: CP1

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

7.0 ASSESSMENT

Principle:

The principle of the erection of the 3 cottages was approved by the Planning Committee in 2015. However, they have not been constructed in accordance with the approved plans and this application seeks a retrospective permission for an alternative scheme.

Compare to the approved plans, the proposed changes are as follows:

- front porches have been constructed over the entrance doors,
- the roof profile is now 'stepped',
- changes have been made to the fenestration in terms of design and position,
- inclusion of use of the roofspace and alterations to windows on the side elevation.

It was confirmed on a site visit that the height of the houses has been unchanged.

The Historic Building, Conservation and Design Officer has raised concerns for the scale of the building overall, stepped ridge, absence of chimneys, alterations to the positioning of fenestration, pitched porches, application of meter boxes, landscaping including the use of AstroTurf in this historic curtilage and this objection remains in place. Her concerns include that the terrace appears extruded with rafter feet exposed excessively. Fenestration has been value engineered and the original intent from the Conservation architect who developed the scheme devalued.

Overall as with the comments on the other buildings within the curtilage and the matter of landscaping; it is the cumulative impact of the works which result in harm. The terrace should be a simple row of cottages, not ornate; subordinate to the listed building.

However, as the HBO acknowledges the terrace is buffered somewhat by the cart lodge and is visually detached from the listed Crown Inn and the curtilage listed 67 High Street. Although the alterations in total have diminished the quality of the original design, the dwellings as built still retain a cottage appearance and still appear a subordinate element to the overall design of the scheme.

Neighbour's comments about increased occupancy is noted. The use of the roof space provides an additional bedroom. Although the properties are proposed to be three bedrooms rather than two bedrooms, the provision of two car parking spaces per dwelling still applies and is provided within the site. In terms of potential overlooking, there are two side windows facing the gardens of the properties on Post Office Road. However, they serve a staircase and a bathroom and are of obscure glass and therefore do not overlook the neighbour's gardens. Therefore, in this case the proposal has overcome the neighbour's concerns.

Planning Balance:

The objections of the HBO are noted however, overall the alterations are not so harmful that they would be detrimental to the character and appearance of the Conservation Area. The recommendation is therefore to approve the alterations to the dwellings.

8.0 RECOMMENDATION

The Application be APPROVED subject to the following conditions:-

1. The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

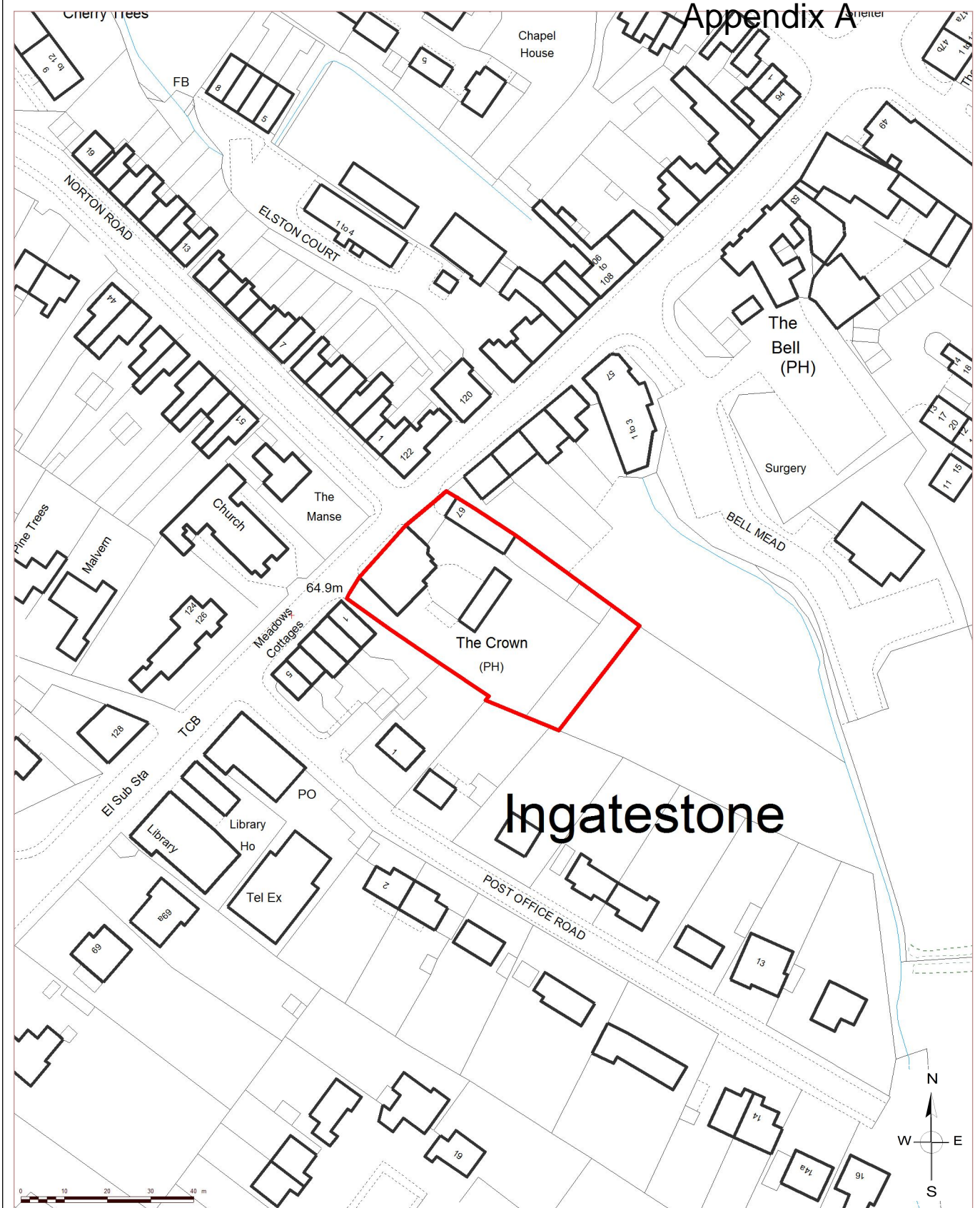
Informative(s)

1. The permitted development must be carried out in accordance with the approved drawings and specification. If you wish to amend your proposal you will need formal permission from the Council. The method of obtaining permission depends on the nature of the amendment and you are advised to refer to the Council's web site or take professional advice before making your application.

Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning



Title : 3, 4 and 5 Crown Mews, Ingatestone

17/00498/FUL

Scale at A4 : 1:1250

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 06

Reference:
17/00643/FUL

Site:
Town Hall
Ingrave Road
Brentwood
Essex
CM15 8AY

Ward:
Brentwood South

Parish:

Proposal:
Redevelopment of site to provide a mix use including “community hub” (sui generis use) at ground floor, offices (Use Class B1) within part of the basement and part of the ground floor and the entire first floor, and 19 flats (4 x 1 bed and 15 x 2 bed) at second and third floor level. Elevational alterations, roof extensions, a single storey colonnade extension to front east facing elevation and alterations to facilitate new vehicular and cycle parking layout, landscaping and boundary treatments.

Plan Number(s):

(01)100; (01)101; (01)102; (01)103; (01)104; (01)105; (01)200; (01)201; (01)300; (01)600/B; (01)601/C; (01)602/C; (01)603/C; (01)7604/C; 01(605)/A; (01)700/A; (01)701/A; (01)800; Site plan; 21706-001/A; 21706-02/C; 21706/03/A; Heritage Statement; Landscaping Details; Noise Impact Assessment; Transport Statement; 21706/04/A;

Applicant:
Mr Greg Campbell

Case Officer: Mr Nick Howard

1.0 DESCRIPTION OF PROPOSAL

The proposal seeks full planning permission for the redevelopment of the site to provide a 'Community Hub' at ground floor, office use within part of the basement, ground floor and the entire first floor. On the second and third floor the proposal includes 19 flats of which 4 are one bedroom and 15 two bedroom. The applicant describes the 'Community Hub' as housing the Council's and other community group's public reception which may include: customer services centre, waiting area with café, arts and cultural experiences and provide back office space for other community groups.

With regard to the residential element, some of the units will have roof terraces and the residential element will have its own private entrance at the south west end of the building, access to the flats will be via a lift and a staircase. A covered cycle parking area would be provided for the future residents and 19 dedicated car parking spaces will be provided in the southern parking area. Visitors to the residential accommodation will have access to 11 shared spaces within the eastern parking area.

With regard to the non-residential element the proposal includes a provision of a community hub comprising 1500 square metres, which is in the form of an open plan layout. The Council Chamber will remain on the first floor. On part of the ground floor, basement and first floor the proposal is for an office use totalling 1436 square metres. It is envisaged that the non-residential floorspace will be occupied by about 250 employees.

The three car parking areas will be reconfigured to provide 131 car parking spaces of which the non-residential floorspace will be served by 99 car parking spaces from the entire northern car park and the remainder from the southern parking area. In addition, a cycle area to accommodate 44 bikes will be available for employees.

2.0 SITE DESCRIPTION

The site comprises an irregular shaped area of land of approximately 0.98 hectares in area. Within the site is the town hall building which comprises four floors and a basement. The town hall was built in 1958 and then extended in 1984 with a southern wing and then in 1990 with a three-storey extension to the west facing (rear) elevation.

Around the building a significant part of the curtilage is hard-surfaced with three areas of car parking, one to the north, one to the east and one to the south providing approximately 180 spaces. In front of the building are three, although two are only used, main building entrances and an area of landscaping fronting onto Ingrave Road.

Vehicular access to the site is taken from two points on Ingrave Road. To the north of and adjacent to the site is a dentist practice, Regency House which is a Grade II listed building; opposite the main access is the Toby Priory public house. Residential properties about the southern and western boundaries of the site and Shenfield common lies to the south.

The site is outside the Town Centre Conservation Area (CA), the southern boundary of the CA forms the northern boundary of the site.

3.0 RELEVANT HISTORY

- None of relevance to this application.

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- **Historic Buildings And Conservation Officer-**

No objections the comments from the HBO are contained within the assessment section of the report.

- **Design Officer-**

No objections the comments from the design officer are contained within the assessment section of the report.

- **Highway Authority-**

The Highway Authority would not wish to raise an objection to the above application, given the existence and previous use of the building for B1 (office use), the location with good access to frequent and extensive public transport, the existence of on-street waiting restrictions outside the site, town centre car parks and Brentwood Borough Council's adopted parking standards, subject to conditions.

- **Environmental Health & Enforcement Manager-**

To be reported verbally at committee

- **Essex & Suffolk Water-**

We have no objection to this development subject to compliance with our requirements, consent is given to the development on the condition that a water connection is made onto our Company network for the new dwelling for revenue purposes.

- **Basildon Fire Station-**

The proposal does not appear to affect fire service access to existing premises in the vicinity. Fire service access to the proposed development appears sufficient subject to confirmation of works required within Fire Service regulations with regard conversion of the upper floors into flats.

- **Arboriculturalist-**

To be reported verbally at committee

- **Operational Services Manager-**

To be reported verbally at committee

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

Two letters of representation have been received that can be summarised as follows:

Levels between the south boundary and No's 8, 10 and 12 The Chase need to be reviewed as no retaining walls are shown;

Existing Japanese knotweed issue needs to be addressed

There is an existing badger run in the vicinity

Cars in the south car park need to face forward to avoid 'car pollution' to the occupiers of The Chase

New windows and dormers will increase overlooking

Proposed new look will greatly spoil and elegant building

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy:

CP1- Core Principles

E2-Areas allocated for office purposes,

TC4-Use of upper floors above commercial properties.

H6- Small unit accommodation

H9- Affordable housing on larger sites.

Local Development Plan:

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan

provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

National Planning Policy Framework –

Chapters 1, 2, 4, 6, 7 and 8 are the most relevant.

7.0 ASSESSMENT

Principle

The site is situated within the settlement boundary of Brentwood as defined by the Brentwood Replacement Local Plan. The proposals map which forms part of the Local Plan identifies the site as comprising office use (Policy E2). Within the supporting text of Policy E2 'office' is defined as any use falling within Class B1 (a) and B1 (b). However, in reality, the scope of its use extends to visiting members of the public attending the reception desk and other services within the Council who provide face to face interaction and advice. As such, it is considered that the use of the building can be classed as a mix of B1, A2 and sui generis uses. Therefore, the lawful use of the building goes beyond the designation in the Local Plan proposals map.

The proposal to convert part of the building into a 'Community Hub' (sui generis) is acceptable, given that the proposal is ancillary to the overall use of the building as a town hall and forms part of its lawful use. The principle of retaining part of the building to office use accords with the 'allocation' within the Local Plan. Furthermore, the proposed office use will accommodate approximately 250 employees compared to 180 employees currently. The remainder of the building would be used for residential purposes which accords with Policy TC4 which supports the provision of residential accommodation on upper floors above commercial premises within the town centre.

Small unit residential accommodation

Policy H6 encourages a mix of units to be sought within new housing development and to ensure that at least 50% of the total units to be one or two bedroom units. The proposal is for all the units to be either one or two-bedroom properties, with the majority to be two-bedroom units. The proposal therefore accords with Policy H6.

Size of residential units.

In terms of the size of the units, the Government have nationally described space standards for residential units. Most of the units are two bedrooms designed for four persons. This requires 70 square metres or 79 square metres for the maisonettes. For the flats, they range from 70 to 140 square metres and therefore all meet the minimum standard. Regarding the maisonettes they range from 96-106 square metres and again meet the standards.

For the smaller two bedrooms/ three person flats the minimum requirement is 61 square metres and both flats exceed that standard. For the smaller one bedroom/ 2 person flats the minimum requirement is 50 square metres. The four smaller flats range from 50-58 square metres and therefore comply with the minimum requirement.

Overall the size of the residential units meets the government's minimum standards on the size of residential units.

Affordable housing

Policy H9 seeks on suitable sites of 20 units or more within Brentwood Urban Area a provision of affordable housing. The proposal is for 19 residential units, which falls below the threshold set out in the policy, and therefore no affordable housing is required to be provided. However, Policy H9 continues to state where the proposed residential development site is contiguous with one or more other potential residential development sites then the policy will apply and affordable housing will be sought. Therefore, if the Council in the future wish to develop an adjacent site then an affordable housing provision will be required.

Amenity space

The proposed development provides private amenity space for six of the units in the form of roof terraces. The remaining thirteen will therefore have no private amenity space. The Council standards require 20 square metres per unit. However, in this case the proposal is for a change of use and given the context of the area there is a small landscaped area to the front of the building and Shenfield Common is situated close by the site. Overall the combination of the proximity of a large area of open space and roof terraces serving some of the units provides sufficient amenity space for the proposed development.

Impact on adjacent conservation area and design issues.

The Conservation, Design and Heritage officer has provided the following information and comments:

The original building was designed in 1957 by Brandon John Jones RIBA 1908-1999. The building is cited in Pevsner as follows:

Town Hall, Ingrave Road. 1957 by John Brandon-Jones, Ashton & Broadbent. Long, three-storeys, in the Neo-Georgian manner learnt by Brandon-Jones in the 1930s from C. Cowles-Voysey. Matching extension at the S end by Brandon-Jones & Andrew Thorne, 1983-4. Load-bearing red brick with pantile roof. Very old-fashioned, but Brentwood's councillors spent their money wisely'. (Bettley J. & Pevsner, N., 2007, The Buildings of England Series: Essex).

Brentwood Town Hall is located on a prominent thoroughfare within the Brentwood Town Centre, at the southern gateway to the Brentwood Town Centre Conservation Area. A highly visible Civic Building, it benefits from a spacious setting, with landscaping to the frontage and parking to the north and south. The building is of architectural merit; designed by Brandon Jones RIBA, it is a good example of his traditional style. The original building has previously been subject to extensions, these have been sensitively undertaken and complement Jones' traditional intent.

Looking at the proposals for the site layout; the civic core of the building and its connectivity to the outdoor area at the frontage is positive, facilitating accessibility for all users and demarcating entry by improved wayfinding and new architecture. The residential use at the upper floors results in the introduction of new dormers, these are proportionate, to the existing dormer openings and will not result in a diminution of appearance.

Layout and access for the varying uses is rational and improves circulation and flow; however, the cycle storage proposed to be located at the front of the building should be open and not within a timber enclosure, this will negate visual clutter in the sight line of a principle elevation, Sheffield type stands would suffice. In addition, any refuse for the non-residential use should be contained in an appropriate location within the north car park, it is not clear where this is to be sited. A condition in respect of the design of the cycle storage and the location of the refuse areas can be imposed.

In terms of the design intent, including materiality and detail, such aspects of the proposals have evidently been developed with a sensitive consideration towards the host form. Contrast is added by way of a more modern materiality in respect of fenestration and entrance foyer form. Such new elements do not serve to challenge the original intent from a nationally accredited architect (Jones), precedents for the design intent were discussed and developed at the pre-application stage. The rear of the building is improved by way of new façade treatment including fenestration, although this is less significant elevation, the context of the Mews has been considered in design terms.

In summary and based on the comments of the Design Officer, the proposals are of Good Design as set out in National Planning Policy. The retention of the building is fully supported and the extensions will serve to enhance this historic building. The proposal accords with Policy CP1 (i) and (iii) in this respect.

Impact on neighbouring residential properties

The closest neighbouring properties are a block of flats to the west of the site (rear of the building). In particular Block 5-6 which comprises four storeys is approximately 17.6 metres from the west elevation of the Town Hall. At present the office employees on the upper floors of the Town Hall can overlook the occupants of the neighbouring residents to the west. Although the Essex Design Guide requires a distance of 35 metres between living rooms from different properties, the current situation carries significant weight.

The applicant has proposed a couple of measures to enhance the relationship between the rear elevation of the building and the block to the west. These include setting back the second-floor fenestration with deep window reveals and dividing the fenestration into a pair of windows. Furthermore, they consider the views are mitigated through an oblique field of view and the neighbouring block has narrow windows. Also, the neighbouring block is sited lower in level and the eye of the future occupants would be drawn more to the roof of the neighbouring building rather than the windows. Overall the proposal is not considered to raise concerns of overlooking from the residential element into the neighbouring block.

Turning to the properties to the south of the site, in particular the properties on 'The Chase'. One representation has been received on the grounds of overlooking. The proposal includes a number of residential units with views out of the southern elevation at second and third floor level. The distance from the southern elevation of the building to the nearest property on 'The Chase' is about 65 metres, which is a significant distance and would not create any potential for overlooking. The proposal overall therefore complies with Policy CP1 (ii).

Highway Issues

The application is supported by a transport assessment, which concludes there would be no adverse impact on the highway network. The site is within a highly sustainable location close to the centre of Brentwood. The Highway Authority have no objection to the proposal given the existence and previous use of the building and the location with good access to frequent and extensive public transport.

With regard to the proposed car parks, the northern car park currently accommodates 79 spaces, the eastern car park accommodates 13 spaces and the southern car park accommodates 70 spaces. Furthermore, there is another 16 spaces available for staff at the rear of the building providing a total of 178 spaces

The proposed redevelopment scheme involves relaying the northern and southern car park to include a total of 131 parking spaces of which 64 would be in the northern car park, 54 in the southern car park and 13 in the eastern parking area.

The proposed non-residential floorspace including the community hub, office in the basement, ground and first floor of the building would generate a need for 99 car parking spaces. This need would be accommodated in the northern car park and 35 spaces in the southern car park. The remaining 19 spaces in the southern car park would serve the future residents of the proposed flats with two spaces for visitors on the access road opposite the eastern car park. This level of car parking, although reduced from the existing provision, is similar to the County Council maximum parking standards required for office use and meets the reduced provision for residential car parking standards given the site's town centre location.

One objector is concerned with light pollution from cars using the southern car park in hours of darkness. The car park has extensive landscaping around its perimeter and therefore would not cause harm to the living conditions of neighbouring residents.

Other Issues

One representation has been received that they consider that there is Japanese Knotweed in the southern car park. No evidence was submitted to support this claim, however, if it is there, it would be dealt with by the contractors and does not affect the re-development of the building. The other issues raised by third parties have been dealt with in the assessment section of the report.

8.0 CONCLUSION

The proposed mixed-use re-development of the building will provide much needed residential accommodation, improved office facilities and a community hub. The appearance of the building will be enhanced and make a positive contribution to its surroundings.

9.0 RECOMMENDATION

The Application be APPROVED subject to the following conditions:-

1.The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2.The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

3.No development shall take place until samples of the materials to be used in the construction of the external surfaces of the building hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: In order to safeguard the character and appearance of the area.

4.No development shall take place until samples of windows and balustrades to be used in the construction of the building hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: In order to safeguard the character and appearance of the area.

5. The area for parking identified on the approved drawing shall be provided prior to the first occupation of the development hereby permitted and shall thereafter remain available for parking the vehicles of the occupiers of the building

Reason: To ensure that adequate on-site parking is available in the interests of highway safety and maintaining the character and appearance of the area.

6. Notwithstanding the submitted plans and prior to the commencement of development details of the design of the cycle storage shall be submitted to and approved by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In Order to safeguard the character and appearance of the area.

7. Prior to first occupation of the proposed development, details regarding the location of the non-residential bin storage area shall be submitted to and approved by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In Order to safeguard the character and appearance of the area.

8. Prior to first occupation of the proposed development, the Developer shall be responsible for the provision and implementation of a Residential Travel Information Pack per dwelling, for sustainable transport, approved by Essex County Council, (to include six one day travel vouchers for use with the relevant local public transport operator).

Reason: In the interests of reducing the need to travel by car and promoting sustainable development and transport

9. The development shall not be commenced until details of the treatment of all boundaries including drawings of any gates, fences, walls or other means of enclosure have been submitted to and approved in writing by the local planning authority. The approved boundary treatments shall be completed prior to the first occupation of the development and shall thereafter be permanently retained and maintained.

Reason: In the interests of safeguarding the character and appearance of the area and living conditions of adjacent occupiers.

Informative(s)

1. The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: CP1, E2, TC4, H6 & H9 ; the National Planning Policy Framework 2012 and NPPG 2014.
2. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.
3. All work within or affecting the highway is to be laid out and constructed by prior arrangement with, and to the requirements and satisfaction of, the Highway Authority, details to be agreed before the commencement of works.

The applicants should be advised to contact the Development Management Team by email at development.management@essexhighways.org or by post to: SMO3 - Essex Highways, Childerditch Highways Depot, Hall Drive, Brentwood. CM13 3HD.

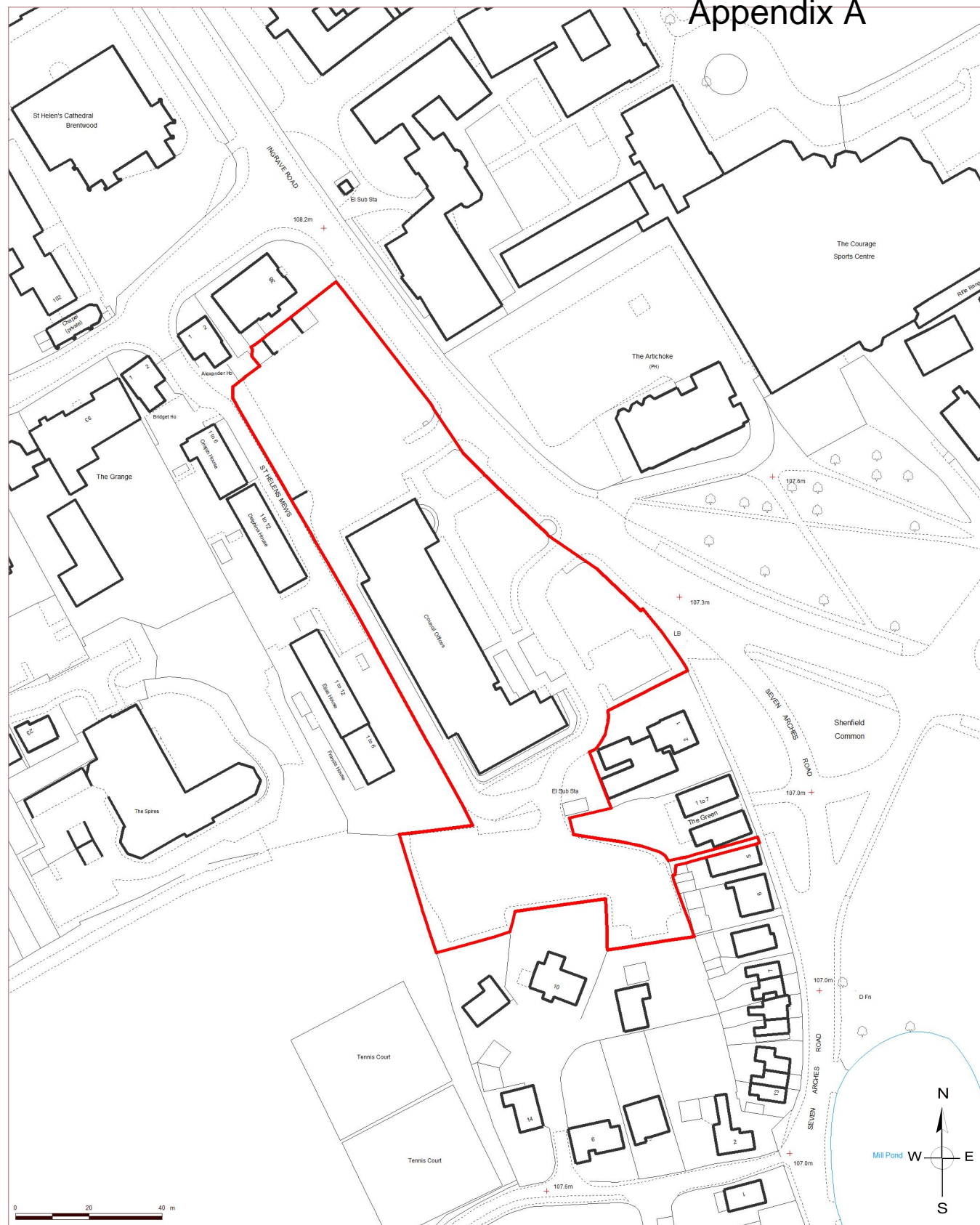
Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning

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Appendix A



Title : Town Hall, Ingrave Road

17/00643/FUL

Scale at A4 : 1:1500

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 07

Reference:
17/00427/FUL

Site:
South Car Park
Town Hall
Ingrave Road
Brentwood
Essex
CM15 8AY

Ward:
Brentwood South

Proposal:
Construction of temporary portacabins for two years

Plan Number(s):
0030688882/C; 0030688882/B; 0030688882/A; Block Plan; Site Plan;

Applicant:
Mr Greg Campbell

Case Officer: Mr Nick Howard

The application is being presented to the planning committee as Brentwood Borough Council is the applicant.

1.0 DESCRIPTION OF PROPOSAL

The proposal is to construct four temporary portacabins on part of the South Car Park. The proposal is to site the portacabins on the car park for two years

2.0 SITE DESCRIPTION

The site comprises part of the southern car park serving the Town Hall. To the north of the site is the Town Hall, to the west is an open area used for recreational purposes, to the west are properties fronting onto Seven Arches Road and to the south are further residential properties served from The Chase.

3.0 RELEVANT HISTORY

- 17/00643/FUL :Town Hall redevelopment to be considered at this planning committee.

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- None

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

No representations received.

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy:CP1:Core Policy
Policy E2: Office Use

Local Development Plan:

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft

(Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

7.0 ASSESSMENT

Background

The proposal is to accommodate four portacabins to be used as police changing rooms, toilet and shower facilities. The portacabins would be sited on the car park for two years whilst the Town Hall is being redeveloped (17/00643/FUL) until June 2019. Once the Town Hall redevelopment is complete the changing rooms will be accommodated in the basement of the main building, where the police are to be located, and the portacabins would be removed. In addition, the site will provide some parking for 17 police vehicles, although police staff vehicles would not be parked on the site. The Council staff car parking would be displaced by the proposal and would be relocated to the north car park sited at a temporary relocation site during the Town Hall redevelopment.

Principle

The site is situated within the settlement boundary of Brentwood as defined by the Brentwood Replacement Local Plan. The proposals map which forms part of the Local Plan identifies the site as part of an 'allocation' comprising office use (Policy E2)

The proposed portacabins although being used for changing rooms, toilet and shower facilities, are an ancillary use for the principal use, which is an office provision for the police. Therefore, given the modest size of the portacabins (approximately 70 square metres in total), their use and limited period the structures will be in place, the proposal accords with the 'allocation' identified in the proposals map for the Local Plan.

Impact on Amenity

The host car park is well enclosed by mature vegetation and therefore the proposed portacabins would be largely screened from neighbouring properties and public vantage points. A slight glimpse of the proposal would be visible from Ingrave Road, although in conjunction with the Town Hall redevelopment, it would be accepted that temporary structures for a limited period of time will be required in connection with the redevelopment. The proposal therefore would not have an adverse impact on the character of the area or have any harmful impact on neighbours living conditions.

Immediately to the north of the site is a small row of trees and undergrowth. The proposed portacabins are sited quite close to this row of vegetation, however the plan shows it to be retained. Notwithstanding this a condition requiring the retention of the vegetation is considered necessary as it softens the appearance of the proposal.

8.0 CONCLUSION

The proposal is for four portacabins in the south car park, to accommodate some ancillary facilities for the police who will occupy the basement of the redeveloped town hall. The proposal, which seeks consent for two years, complies with the provisions of the Local Plan, it will not be harmful to the living conditions of neighbouring residents and would not be detrimental to the character of the area. The proposal is therefore considered acceptable subject to a temporary two year consent and a condition requiring the retention of the trees situated immediately to the north of the site.

9.0 RECOMMENDATION

The Application be APPROVED subject to the following conditions:-

1. The portacabins hereby permitted shall be removed and the land restored to its former condition on or before 1st August 2019; in accordance with a scheme of work to be first agreed in writing by the local planning authority.

Reason: In the interest of amenity and to safeguard the character and appearance of the area.

2. The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

3. All existing trees, shrubs and hedgerows on the site indicated for retention on the approved drawings shall be retained and shall not be felled, lopped or topped without the prior written consent of the local planning authority. If prior to the commencement of the development or within five years of the completion of the development, any such trees, shrubs or hedges are removed without such consent, or become severely damaged or diseased, they shall be replaced with others of a species, number, size and in positions to be agreed in writing with the local planning authority. The replacement shall be carried out within the first planting season after the Council's written agreement. Any works to existing trees, shrubs and hedgerows which may prove necessary shall be carried out in strict accordance with a written scheme to be approved in writing with the local planning authority prior to the carrying out of those works.

Reason: In order to safeguard the character and appearance of the area.

Informative(s)

1. The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: CP1 ·& E2; the National Planning Policy Framework 2012 and NPPG 2014.
2. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

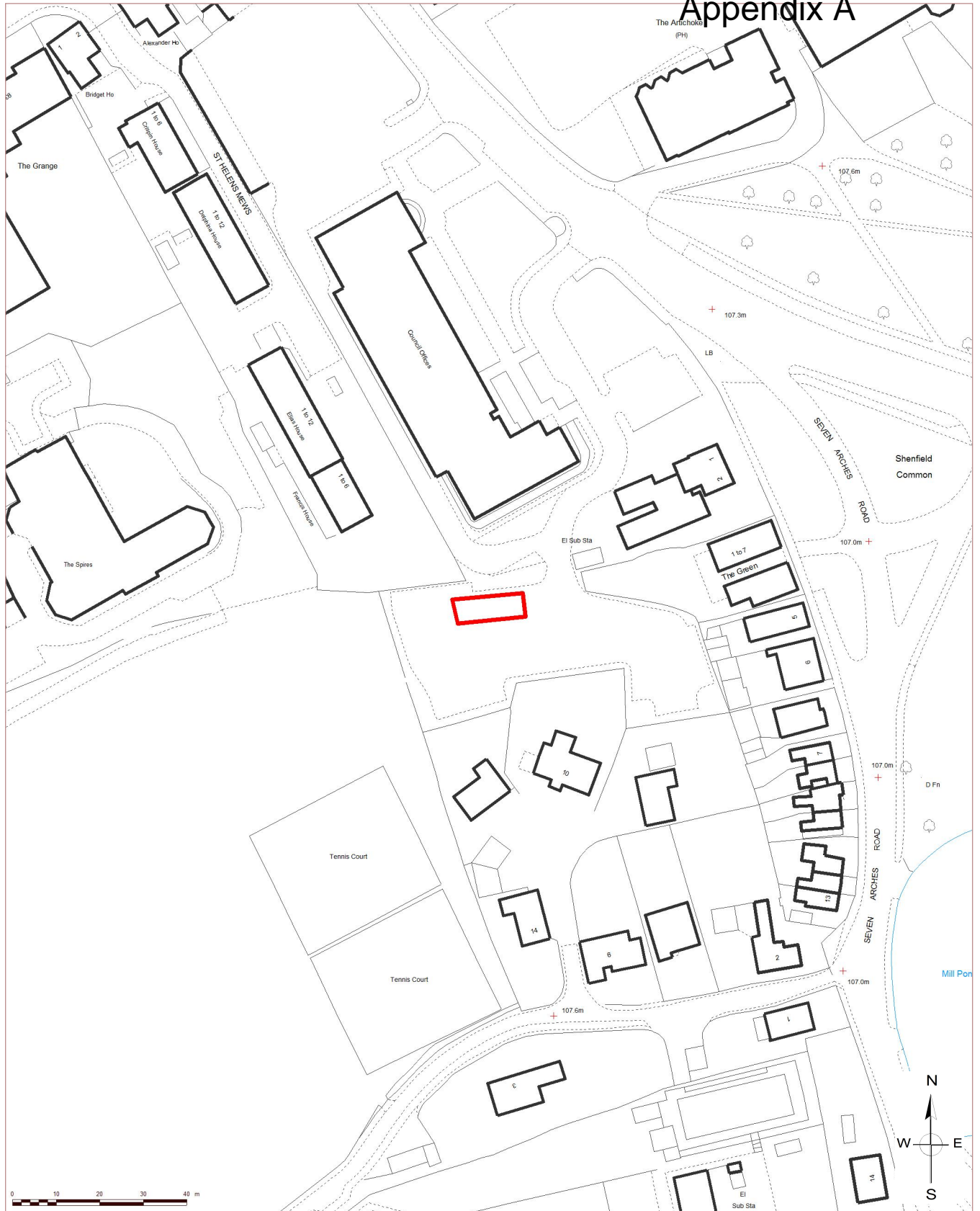
Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning

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Appendix A



Title : South Car Park Town Hall, Ingrave Road

17/00427/FUL

Scale at A4 : 1:1250

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 08

Reference:
17/00714/FUL

Site:
1 - 2 Seven Arches Road
Brentwood
Essex
CM14 4JG

Ward:
Brentwood South

Proposal:
Provision of two new access doors to front and side, provision of ramps to improve accessibility and install steps to side door, Installation of a new window to detached car park store.

Plan Number(s):
10077-P1A; 10077-P2A; 10077-P3A; 10077-P4; 10077-P5A; 10077-P6;
10077-P7; STATEMENT;

Applicant:
Brentwood Borough Council

Case Officer: Mr Nick Howard

The application is presented to the planning committee as the applicant is Brentwood Borough Council.

1.0 DESCRIPTION OF PROPOSAL

The proposal is for two new access doors to the front and side of the building, the provision of two wheelchair ramps and the installation of a new door and window. The alterations are intended to improve the accessibility to the building.

2.0 SITE DESCRIPTION

The building is situated to the south of the Town Hall and is currently vacant. To the south of the site are residential properties, to the west is the Council's South car park and to the east is Seven Arches Road.

3.0 RELEVANT HISTORY

None

4.0 SUMMARY OF CONSULTATION RESPONSES

Detailed below is a summary of the consultation responses, if any received. The full version of each consultation response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

- **Highway Authority-**

From a highway and transportation perspective the Highway Authority has no objections to the proposal. All works/ramp to be positioned clear of the highway.

5.0 SUMMARY OF NEIGHBOUR COMMENTS

This application has been advertised by way of individual neighbour notification letters, press advert and public site notice which has been displayed nearby.

Detailed below is a summary of the neighbour comments, if any received. The full version of each neighbour response can be viewed on the Council's website via Public Access at the following link: <http://publicaccess.brentwood.gov.uk/online-applications/>

No representations received.

6.0 POLICY CONTEXT

The starting point for determining an application is the development plan, in this instance, the Brentwood Replacement Local Plan (RLP) 2005. Applications must be determined in accordance with the development plan unless material considerations indicate otherwise. Relevant material considerations for determining this application are the following RLP policies, the National Planning Policy Framework (NPPF) 2012 and National Planning Policy Guidance (NPPG) 2014.

RLP Policy:CP1 Core Policy

Local Development Plan:

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision-taking, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing

and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

7.0 ASSESSMENT

Principle:

The property is currently vacant. The Council are proposing a number of alterations to doors and windows and the installation of ramps to improve the accessibility to the building. Following the alterations, the building will be used for drop in services to the public, together with office and meeting facilities. Furthermore, the former marriage registration use will be reinstated.

Impact on Amenity:

The proposal is for two new wheelchair accessible doors replacing existing windows. One is on the Seven Arches Road frontage and the other is on the rear north elevation. The door to the front of the building will provide direct access to the wedding room. The new door to the rear will enable users to enter the building by a more direct route. Furthermore, wheelchair access will also be improved to an existing door on the north elevation with the provision of a ramp.

The building is not a listed building and is not within a conservation area. Currently the building is vacant and the proposed alterations will significantly improve the accessibility of the building, providing a future use for the public whilst not harming the appearance of the building. Overall the proposals are considered and comply with Policy CP1 of the Brentwood Replacement Local Plan.

8.0 CONCLUSION

The proposed alterations are modest in scale and will be for the public benefit in that the building can be brought into full use. The proposal is therefore considered acceptable.

9.0 RECOMMENDATION

The Application be APPROVED subject to the following conditions:-

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

Informative(s)

1. The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: CP1; the National Planning Policy Framework 2012 and NPPG 2014.
2. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Documents:

All background documents including application forms, drawings and other supporting documentation relating to this application can be viewed online:

www.brentwood.gov.uk/planning

Appendix A

The College
Sports Centre



Title : 1 - 2 Seven Arches Road

17/00714/FUL

Scale at A4 : 1:1250

Date : 25th July 2017

Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500



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COMMITTEE REPORT

ITEM 09

Reference:
17/00682/FUL

Site:
Land Adjacent
3 King Edward Road
Brentwood
Essex

Ward:
Brentwood South

Proposal:
Construction of two x 2 bedroomed semi-detached dwellings.

Plan Number(s):
1401:100 /P1; 1401:102 /P1; 1401:103 /P1;

Applicant:
Mr A Tidbury

Case Officer: Mr Mike Ovenden

The application is being presented to the planning committee as Brentwood Borough Council is the applicant.

1. Proposals

This application relates to the erection of a pair of semi detached two storey dwellings on a triangular shaped piece of land just off Kings Road at the point where commercial development gives way to residential uses. The site is currently unused and is largely concreted over. To the righthand side is a 1980s three storey brick and slate clad office and to the left is a rendered and weatherboarded late Victorian/Edwardian two storey terrace.

2. Policy Context

Local Development Plan:

The Development Plan for the area is the Brentwood Replacement Local Plan 2005, as is the case for the rest of the borough.

The relevant development plan policies for this application are:

- Policy CP1 General Development Criteria
- Policy T2 New Development and Highway Considerations
- Policy T5 Parking – General
- Policy E2 Areas Allocated for Office Purposes

The Council's emerging Local Development Plan is currently at draft stage (Regulation 18) and as there are outstanding objections to be resolved, only limited weight can be given to it in terms of decision making, as set out in paragraph 216 of the National Planning Policy Framework. As a plan advances and objections are resolved, more weight can be applied to the policies within it. Nevertheless, the draft Local Plan provides a good indication of the direction of travel in terms of aspirations for growth in the Borough and where development is likely to come forward through draft housing and employment allocations. The next stage of the Local Plan will be a site-focused consultation (Regulation 18) later in 2017, followed by the Pre-Submission Draft (Regulation 19) which is currently anticipated to be published early in 2018. Following this, the Draft LDP will be submitted to the Secretary of State for an Examination in Public. Provided the Planning Inspectorate finds the plan to be sound it is estimated that it could be adopted in late 2018 or early 2019.

3. Relevant History

- History of vehicle garaging and parking, including some short lived unauthorised vehicle related uses – repairs/testing/hiring/warehouse/trade sales (previous land owners).
- BRW/275/78 Outline permission for two flats (expired).

4. Neighbour Responses

- Support shape and massing
- Two good quality houses are acceptable
- Hope that the design and materials will be of high quality
- Query whether it will affect rear access to existing properties
- Comment that even though parking is to be provided occupiers may have more than one car each
- Concern about vehicles during construction period.

5. Consultation Responses

- **Highway Authority:** No objection subject to conditions:

1. Prior to occupation, the footway located to the west of the proposed access to be reinstated to full height and connect with existing footway along King Edward Road.

2. Provision of 1.5 metre x 1.5 metre pedestrian visibility splay.

3. Provision and implementation of a Residential Travel Information Pack for occupiers.

- **Environmental Health & Enforcement Manager:** None received
- **Network Rail Property:** None received

6. Summary of Issues

This site is a previously developed parcel of land with a history of commercial and vehicle related uses. It appears to have been last used for parking and due to being largely covered with hardstanding has a barren appearance contributing nothing to the locality.

The site is included on the local plan proposals map as being appropriate for offices (Policy E2). However this is a permissive policy that does not preclude the development of the site for other uses. In principle therefore the redevelopment of this central site for residential purposes is acceptable.

With regard to the design of the dwellings, the pair would have a simple appearance with a low key design that has a lower eaves and ridge and none of the decoration of the adjacent dwellings. With regard to materials properties along this street have a mix of natural and man made materials, plus boarding, render, pebble dash, pale and red bricks. Windows on nearby properties include, timber and UPVC, in white and woodgrain effect. The proposed imitation slate and buff brick and windows and doors of dark grey aluminium frames would be acceptable in this context.

All windows would face front or back and while there would be a first floor terrace at the rear there would be a 1700mm privacy screen between the two units themselves and adjacent to the neighbouring dwelling to provide acceptable levels of privacy. Two car parking spaces are proposed (one per unit) and they are of appropriate dimensions and, as the dwellings are set in from the back of the pavement (inline with adjacent buildings), allow the provision of adequate visibility splays. The proposed rear gardens are small but are considered adequate for the proposed small two bedroomed dwellings in this central location. Permitted development rights for extensions and outbuildings can be removed by condition to prevent the reduction of the gardens without permission.

Other comments made in representations

Private rights to other properties are not a planning issue, although the applicant is aware of them and a note is to be put on the decision notice to that effect. A concern has been expressed about the use of construction vehicles during the development period and a condition is recommended requiring the submission of a construction management plan.

This proposal would make a modest contribution to housing land supply in the borough but is acceptable in planning terms in its own right without having to rely on this issue to justify permission.

7. Recommendation

The Application be APPROVED subject to the following conditions:

1 TIM01 Standard Time - Full

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 DRA01A Development in accordance with drawings

The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

3 Removal of Permitted Development rights for extension/enlargement

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order), the dwelling hereby permitted shall not be extended or enlarged in any way without the prior grant of specific planning permission by the local planning authority.

Reason: To avoid overdevelopment of the site.

4 Removal of Permitted Development rights for outbuildings

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (Amendment) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order) no development falling within Class E of that Order (buildings, enclosures, swimming or other pools) shall be carried out without the prior grant of specific planning permission by the local planning authority.

Reason: To avoid overdevelopment of this small site.

5 Remediation of potential site contamination

No development shall commence until a remediation scheme to bring the site to a suitable condition for residential development has been submitted to and approved in writing by the Local Planning Authority. The agreed remediation scheme will be

implemented prior to the commencement of any part of this planning permission (unless otherwise agreed in writing by the local planning authority). Formulation and implementation of the remediation scheme shall be undertaken by competent persons and in accordance with the Essex Contaminated Land Consortium's Land Affected by Contamination: Technical Guidance for Applicants and Developers. Such agreed measures shall be implemented and completed prior to the commencement of any development of the site.

- Should contamination be found that was not previously identified during any stage of the application hereby approved or not considered in the remediation scheme that contamination shall be made safe and reported immediately to the local planning authority. The site shall be re-assessed and a separate remediation scheme shall be submitted for approval by the Local Planning Authority. Such agreed measures shall be implemented and completed prior to the commencement of any development of the site.
- The developer shall notify the Local Planning Authority in writing of impending completion of the remediation works within one month of the completion of the said works. Within four weeks of completion of such works a validation report undertaken by competent persons in accordance with the Essex Contaminated Land Consortium's Land Affected by Contamination: Technical Guidance for Applicants and Developers related to the agreed remediation measures shall be submitted to the Local Planning Authority for approval. There shall be no residential occupation of the site until the Local Planning Authority has approved the validation report in writing. Furthermore, prior to occupation of any property hereby permitted, the developer shall submit to the Local Planning Authority a signed certificate to confirm that the remediation works have been completed in accordance with the documents and plans detailed in the conditions above.

Reason: To protect the safety of future occupiers of the dwellings given the long history of commercial and vehicle related uses on the site.

6 Construction Method Statement

No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:

- i. the parking of vehicles of site operatives and visitors
- ii. loading and unloading of plant and materials
- iii. storage of plant and materials used in constructing the development
- iv. the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate
- v. wheel washing facilities
- vi. measures to control the emission of dust and dirt during construction

- vii.a scheme for recycling/disposing of waste resulting from demolition and construction works
- viii. hours of working and hours during which deliveries may be taken at the site

Reason: In the interests of highway safety, visual and neighbour amenity.

7 Prior to occupation, the footway located to the west of the proposed access shall be reinstated to full height and connect with existing footway along King Edward Road.

Reason: To ensure the removal of and to preclude the creation of unnecessary points of traffic conflict in the highway in the interests of highway safety.

8 Prior to occupation of the development a 1.5 metre x 1.5 metre pedestrian visibility splay, as measured from and along the highway boundary, shall be provided on both sides of the vehicular access. Such visibility splays shall be retained free of any obstruction thereafter. These visibility splays must not form part of the vehicular surface of the access.

Reason: To provide adequate inter-visibility between the users of the access and pedestrians in the adjoining public highway in the interest of highway safety.

9 Prior to occupation of the proposed development, the Developer shall be responsible for the provision and implementation of a Residential Travel Information Pack for sustainable transport (as approved by Essex County Council).

Reason: In the interests of reducing the need to travel by car and promoting sustainable development and transport.

Informative(s)

1 INF04

The permitted development must be carried out in accordance with the approved drawings and specification. If you wish to amend your proposal you will need formal permission from the Council. The method of obtaining permission depends on the nature of the amendment and you are advised to refer to the Council's web site or take professional advice before making your application.

2 INF05

The following development plan policies contained in the Brentwood Replacement Local Plan 2005 are relevant to this decision: the National Planning Policy Framework 2012 and NPPG 2014.

3 INF21

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the

presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

4 Highway informatives

- The reinstatement of the footway is to be provided entirely at the developers expense and subject to certification through a Highway Works Agreement.
- Arrangement shall be made for surface water drainage to be intercepted and disposed of separately so that it does not discharge from or onto the highway carriageway.
- All work within or affecting the highway is to be laid out and constructed by prior arrangement with, and to the requirements and satisfaction of, the Highway Authority, details to be agreed before the commencement of works.
- The applicants should be advised to contact the Development Management Team by email at development.management@essexhighways.org or by post to: SMO3 - Essex Highways, Childerditch Highways Depot, Hall Drive, Brentwood. CM13 3HD.

5 During the consideration of this application representations were received concerning private rights of way. The development is reminded that these rights are overtaken by this permission.

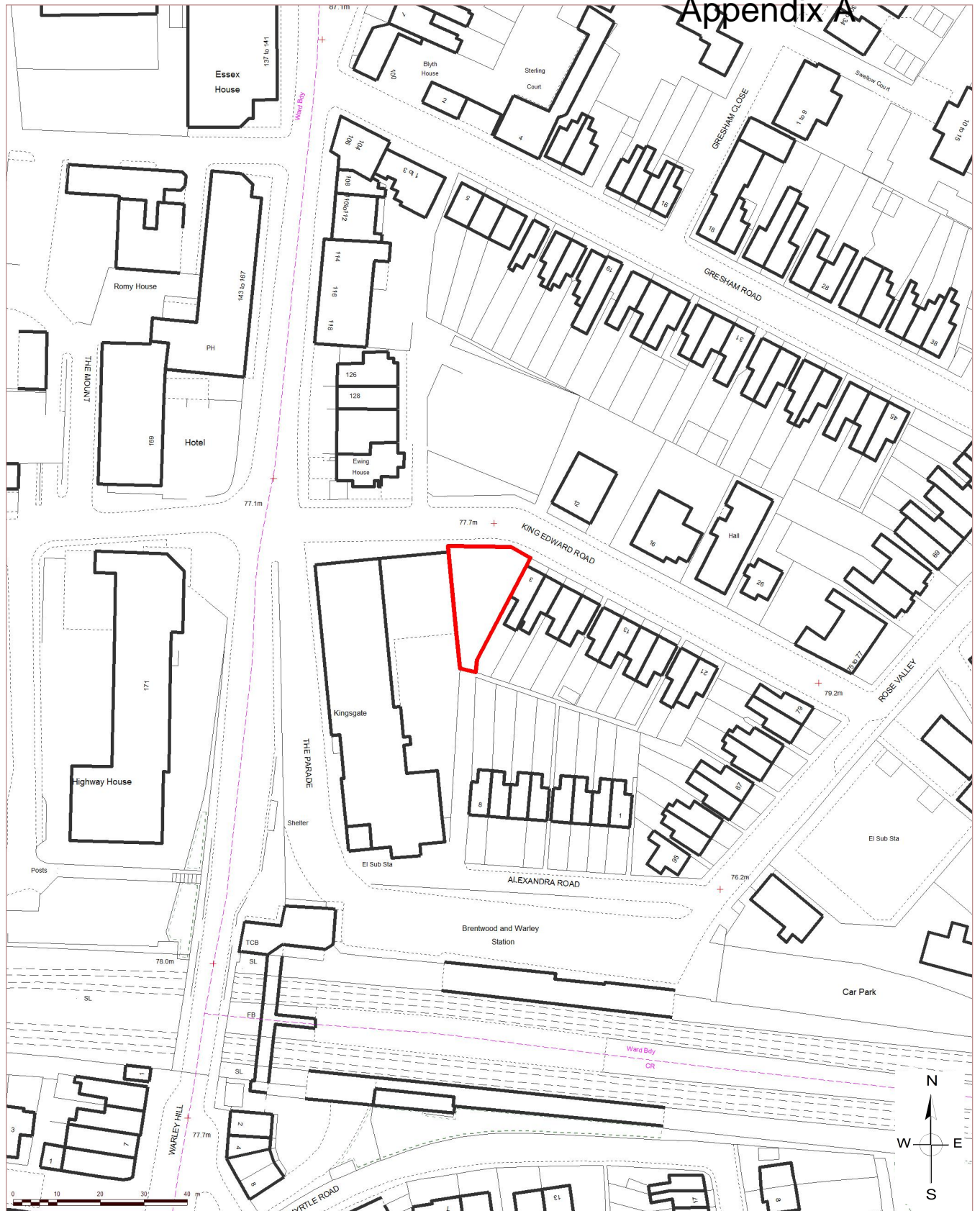
6 The developer is reminded of the provisions of the Party Wall etc Act 1996 which may require notification of the proposed works to affected neighbours. Detailed information regarding the provisions of 'The Act' should be obtained from an appropriately qualified professional with knowledge of party wall matters. Further information may be viewed at <https://www.gov.uk/party-wall-etc-act-1996-guidance>

BACKGROUND DOCUMENTS

DECIDED:

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Appendix A



Title : Land Adjacent 3 King Edward Drive

17/00682/FUL

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Date : 25th July 2017

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Tel.: (01277) 312500



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Members Interests

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

Planning and Licensing Committee

Planning

(a) Town and Country Planning Act 1990 and any related legislation including:-

- (i) determination of planning applications;
- (ii) enforcement of planning control;
- (iii) waste land notices, purchase notices, etc.

(b) Listed Buildings and Conservation Areas Act 1990

- (i) determination of applications for Listed Buildings and Conservation Area consent;
- (ii) enforcement of Listed Building and Conservation Area legislation.

(c) To consider and determine the Council's comments where appropriate on major development outside the Borough when consulted by other Local Planning Authorities.

(a) To guide the Council in setting its policy objectives and priorities.

(b) To carry out the duties and powers of the Council under current legislation;

(c) To develop, implement and monitor the relevant strategies and policies relating to the Terms of Reference of the committee.

(d) To secure satisfactory standards of service provision and improvement, including monitoring of contracts, Service Level Agreements and partnership arrangements;

(e) To consider and approve relevant service plans;

(f) To comply with the standing orders and financial regulations of the Council;

(g) To operate within the budget allocated to the committee by the Council.

(h) To determine fees and charges relevant to the committee;

To review and monitor the operational impact of policies and to recommend proposals for new initiatives and policy developments including new legislation or central government guidance

(d) Powers and duties of the local planning authority in relation to the planning of sustainable development; local development schemes; local development plan and monitoring reports and neighbourhood planning.

Licensing

(a) Except in relation to the statement of Licensing Policy, to discharge all functions conferred upon the council as licensing authority under the Licensing Act 2003.

(b) Except in relation to the statement of Licensing Policy, to discharge all functions conferred upon the council as licensing authority under the Gambling Act 2005.

(c) To determine all fees and charges relevant to matters disposed by the Planning and Licensing Committee.

(d) To exercise all other functions relating to licensing and registration including

i. Trading Requirements.

ii. All functions relating to hackney carriage drivers and vehicles and private hire drivers vehicles and operators.

- iii. Animal Welfare and Security.
- iv. Skin Piercing, Acupuncture, Electrolysis and Tattooing.
- v. Sex establishments (including Sex Entertainment Venues (SEV)).
- vi. Pavement Permits.
- vii. Charitable Collections.
- viii. Camping, Caravan Sites and Mobile Homes.
- ix. Scrap Metal.
- x. Game Dealers.
- (e) Any other matters relating to licensing as may be referred to the committee for consideration.
- (f) To hear and determine licensing applications and appeals where objections and /or representations have been received in relation to any of the above functions.
- (g) To manage and monitor the budgets in respect of licensing and vehicle licensing.