

# GORING-ON-THAMES PARISH COUNCIL

## Authority to Hold Virtual Public Meetings

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020 [LACP 2020] came into effect on the 4<sup>th</sup> April 2020

LAPCP 2020, allows for the use of Virtual Public Meetings until 6<sup>th</sup> May 2021, to enable local councils to continue to work and support their communities, and legally allow the council as a body to make decisions.

Please note, LAPCP 2020 also removed the requirement to hold an Annual Council Meeting during the month of May 2020. All appointments normally approved in the ACM now rollover to the next ACM in May 2021, with the current appointments and committees continuing by extension.

## MINUTES OF A MEETING OF THE PLANNING COMMITTEE GORING ON THAMES PARISH COUNCIL Tuesday 27 April 2021 at 7.30pm, Virtual Meeting

### Members Present:

Chairman	Matthew Brown (MBr)
Members	Lawrie Reavill (LR)
	David Brooker (DB)
	Sonia Lofthouse (SL)
	Mary Bulmer (MBu)

### Officers Present:

Clerk	Laura White (LW)
Assistant Clerk	Mike Ward (MW)

2 members of the public and the SODC District Councillor were present at the meeting

### 21/51 To receive apologies for absence

Bryan Urbick (BU)  
John Wills (JW)

### 21/52 To receive declarations of interests

None declared

### 21/53 Public forum

One MOP provided some additional information concerning item application P21/S1484/FUL. One member of the public wished to speak concerning item 14.1 on the agenda but was advised that this item was not going to be discussed as it was considered that the matter had already been dealt with.

### 21/54 To approve minutes of the meeting held on 23 March 2021.

**Resolved:** The minutes were approved and signed.

### 21/55 Matters arising from those minutes not elsewhere on the agenda.

None identified.

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**21/56** To review the following Applications:

**1. P20/S4706/FUL Land to the west of Wallingford Road adjacent to Sewage Works between Goring and South Stoke RG8 OJA**

Development and operation of a Transitional Hybrid Energy Project and associated infrastructure including access. Amendment No. 2 (As amplified by amended plans received 20th April 2021).

It was **resolved that GPC objects for the same reasons as submitted in the response to the previous application.**

**2 P21/S0251/FUL Korobe Fairfield Road Goring RG8 OEX**

Demolition of the existing dwellinghouse and construction of a new dwelling. (As clarified by Energy Statement and SAP calculations received on 1 March 2021) (As amended and amplified by information received 16 April 2021).

It was **resolved that GPC has no objections**

**3 P21/S0712/FUL Thurle Down Bridle Way Goring RG8 OHS**

Variation of conditions 2 (approved plans) on application ref. P20/S3979/FUL - for the addition of a basement floor to be incorporated into the approved scheme, to afford additional recreational living space, plus the addition of ground floor stairwell access to the basement on the southeast elevation. Demolition of existing dwelling house and construction of replacement dwelling complete with associated external works (as amended by plans received on 15 April 2021 altering access to basement).

It was **resolved that GPC has no objections**

**4 P21/S1064/HH 30 Milldown Road Goring RG8 OBA**

Demolition of existing conservatory and replace with single storey rear extension, install new roof finish and rooflights above kitchen and lower existing window cill to create doorway.

It was **resolved that GPC has no objections**

**5 P21/S1172/HH Flat 2b Carlton Lyndhurst Road Goring RG8 9BL**

New first floor rear elevation window to Flat 2B en suite Bathroom.

It was **resolved that GPC has no objections**

**6 P21/S1184/HH 1 Grange Close Goring RG8 9DY**

Cut back the Laurel hedge lining the pavement and erect a 6 foot close board fence in front of it.

It was **resolved that GPC has a response: Work should not be undertaken before the end of the bird nesting season in September**

**7 P21/S1202/HH 13 Lycroft Close Goring RG8 OAT**

Single storey rear extension, internal reconfiguration, changes to fenestration

It was **resolved that GPC has no objections**

**8 P21/S1484/FUL The Orchard Manor Road Goring RG8 9DP**

Variation of condition 2 (Approved plans) in application P20/S2910/FUL to construct a glazed link between the proposed dwelling house and the existing ancillary building and a temporary widening of

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the existing access during construction. Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation.

It was *resolved that GPC has no objections*

**21/57 To note the following South Oxfordshire District Council decisions – all were noted:**

**1 P20/S4779/HH Upper Gatehampton House Gatehampton Road Goring RG8 9LT**  
Single storey side extension and alterations to existing garage to facilitate additional residential accommodation. (Ecological Report received 3 March 2021)  
*Planning permission GRANTED (GPC had a response)*

**2 P21/S0236/HH 13 Springhill Road Goring RG8 0BY**  
Single storey rear infill kitchen extension *Planning permission GRANTED (GPC had no objections)*

**3 P21/S0240/HH 30 Gatehampton Road Goring RG8 0EP**  
Construction of flat roofed detached timber framed 7mx 4m garden room within garden boundaries, for use ancillary to residential house. Maximum height 2.5m.  
*Planning permission GRANTED (GPC had no objections)*

**4 P21/S0396/FUL The Orchard Manor Road Goring RG8 9DP**  
Variation of condition 2 (Approved plans) on application P20/S2910/FUL (Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation) -To incorporate a basement underneath the new dwelling. (As amplified by Drainage Strategy Report November 2020 received 17 March 2021) *Planning permission GRANTED (GPC had a response)*

**21/58 To note Discharge of Conditions (DIS), Modifications of Planning Obligations (MPO), Change of Use (NB5), Tree Preservation Orders (TPO), Screening Opinion (SCR) and Permitted Development for the following applications – all were noted:**

**1 P21/S1137/DIS Glendale Elmhurst Road Goring RG8 9BN**  
Discharge of condition 3(materials), 4(Surface water drainage) & 5(foul water drainage) on application P20/S2961/FUL (Erection of a 3-bed detached dwelling).

**2 P21/S1221/LDP High Beeches 28 Holmlea Road Goring RG8 9EX**  
Conversion of existing attached garage to study and utility room. Construction of detached single garage and extension of driveway. Construction of detached home office.

**3 P21/S1420/DIS Bridge House Thames Road Goring RG8 9AH**  
Discharge of condition 4(Tree Protection) & 5(Landscaping) on application P19/S1612/HH. (Addition of new boundary garden wall to front of property).

**21/59 To note and review planning applications and decisions reported by West Berkshire Council - none to note.**

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## **21/60 Affordable Housing**

To review action from previous meeting: District Councillor Maggie Filipova-Rivers to invite an officer from SODC to meet with GPC to explain the policy.

MFR agreed to arrange for an Officer to give a presentation to the Full Council when Covid-19 restrictions permit this.

## **21/61 To review Community Infrastructure Levy (CIL) status / payments**

The following amounts are expected to be received by the end of April 2021:

P18/S1108/FUL Instalment 3 30/11/2020 £3,810.63 15%

P19/S0538/FUL Instalment 2 25/11/2020 £11,739.40 15%

P19/S1853/FUL Instalment 3 14/01/2021 £4,926.11 25%

Total; £20,476.14

## **21/62 To note reports of action by SODC in respect of enforcement notices and consider reporting issues not already being progressed by SODC**

Items listed in Appendix 1 were duly noted. MFR reported that additional staff are being hired which would hopefully start to clear the apparent backlog. She had also been in contact with those who had erected signage that members of the public had objected to and was hopeful this situation would be resolved shortly.

## **21/63 To approve interim arrangements for Planning Committee responses to planning applications pending a full return to public meetings being possible**

The Clerk advised of the options available including a temporary scheme of delegation, which the committee discussed and approved. This is attached to these minutes (Appendix 2).

Resolved: That the temporary scheme of delegation be adopted until it becomes practical to hold physical meetings in line with government regulations.

## **21/64 To consider correspondence received**

It was noted that email correspondence received concerning application P19/S2923/O had already been dealt with so did not need discussion at the meeting.

## **21/65 Matters for future discussion: None.**

## **21/66 To confirm the date of the next meeting – Tuesday 25<sup>th</sup> May 2021, subject to change depending on regulations in force at the time.**

The Chairman declared the meeting closed at 20.08 hrs.

### **Abbreviations (where used):**

GPC Goring on Thames Parish Council

OCC Oxfordshire County Council

MFR Maggie Filipova-Rivers

CIL Community Infrastructure Levy

NP Neighbourhood Plan

SODC South Oxfordshire District Council

MOP Member of the Public

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## APPENDIX 1 CURRENT SODC ENFORCEMENT NOTICES

Please note this information has been compiled from the Enforcement Notices register on the SODC Planning website. We are aware that the register may not be completely up to date.

- 1 **SE19/463 (28.8.19):** Without planning permission the material change of use of a residential property to a mixed use comprising 1) residential; and 2) parcel delivery hub. Status as at 21.4.21: Site visited 9.12.19. 'Investigation' (no change from previous report).  
**Note:** following the sale of the property this activity appears to have ceased.
- 2 **SE19/552 (15.10.19):** Breach of condition 13 of planning permission P19/S0538/FUL (tree protection measure). Status as at 21.4.21: Site visited 16.07.20. 'Investigation' (no change from previous report).
- 3 **SE20/6 (6.1.20):** Without planning permission the erection of a building (see the attached plan showing the enforcement site on the island just south of Goring Bridge). Status as at 21.4.21: Letter sent 5.5.20. Site visited 20.5.20, 1.10.20. 'Monitoring' (no change from previous report).
- 4 **SE20/204 (11.6.20):** Use of the land for residential purposes in breach of an extant enforcement notice. Status as at 21.4.21: Site visited 16.2.21. 'Investigation' (no change from previous report).
- 5 **SE20/224 (25.6.20):** Without planning permission the installation of an air conditioning unit. Status as at 21.4.21: 'Investigation' (no change from previous report).
- 6 **SE20/404 (9.11.20):** Development not built in accordance with the approved plans for P19/S1699/FUL Additional flues on roof. Status as at 21.4.21 'Investigation' (no change from previous report)
- 7 **SE20/416 (20.11.20):** Without planning permission the extension of a building housing flats. Status as at 21.4.21 'Investigation' (no change from previous report). **Note:** a retrospective planning application has been submitted and granted (P20/S4603/HH).
- 8 **SE21/24 (21.1.21):** Building not built in accordance with the approved plans for P20/S0665/FUL. Status as at 21.4.21 'Investigation' (no change from previous report)
- 9 **SE21/30 (29.1.21):** Without advertisement consent display of oversized signage. Status as at 21.4.21 'Investigation' (no change from previous report)
- 10 **SE21/42 (5.2.21):** Without planning permission the material change of use of land from agriculture to residential including the siting of a caravan. Status as at 21.4.21 'Investigation' (no change from previous report)

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## APPENDIX 2

### TEMPORARY SCHEME OF DELEGATION 2021 – PLANNING COMMITTEE

#### 1. S101 delegation of powers

The Scheme of Delegation (s101 of the 1972 LGA), provides for delegating authority to an officer of the council for making decisions on behalf of the council as and when appropriate. S101 requires formally agreed Terms of Reference by the Council, or in this instance the Planning Committee. It needs to be based on Terms of Reference which set out the key themes of the delegation and the financial thresholds that apply.

This scheme of delegation is a temporary measure to facilitate effective decision making whilst the COVID-19 restrictions are in place. It allows an Officer of the Council to take on the executive role during this time.

#### Delegation of Power

Section 101 of the Local Government Act 1972 provides:

- That a Council may delegate its powers (except those incapable of delegation) to a Committee or an Officer.
- A Committee may delegate its powers to an Officer.
- The delegating body may exercise powers that have been delegated.

Any delegation to the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law. The Proper Officer may nominate another named Officer to carry out any powers and duties, which have been delegated, to that Officer.

In an emergency the Proper Officer is empowered to carry out any function of the Planning Committee. Where Officers are contemplating any action under delegated powers, which is likely to have a significant impact in a particular area, they should also consult a minimum of two Members, including where possible the Planning Chairman, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

#### Terms of Reference

The Planning Committee's Scheme of Delegation authorises an Officer of the council (Clerk or Assistant Clerk) to act with delegated authority in the specific circumstances detailed:

#### To take action:

1. To take action on any issue that cannot wait until the next Planning Committee meeting; as a temporary measure the Proper Officer is empowered to take any and all decisions that would normally be taken by Planning Committee, having consulted a minimum of two Members of the

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Planning Committee. Consultation may be by email or by telephone or by virtual meeting, followed by a confirmation email.

2. If circumstances do not permit the input of at least two councillors, the Officer would normally be expected to consult the Committee Chairman or Vice Chairman if the Chairman is unavailable and take his/her views into account.

## **Financial thresholds:**

3. There is no authority incur financial expense under this scheme of delegation.

## **Planning Matters:**

4. Planning applications will be received by an Officer of the Council and responses determined where possible by the Assistant Clerk, or in their absence the Clerk, following consultation with a minimum of two Members who are currently members of the Planning Committee.
5. The Planning Committee delegates authority to the Officer to request any application be referred to South Oxfordshire District Council Planning Committee for decision.

## **Delegation Limitations, Record keeping & Reporting:**

6. Records will be kept demonstrating a clear trail (particularly around decision making in any form).
7. All decisions will be reported at the next available Planning Committee Meeting
8. Delegated actions shall be in accordance with Standing Orders and Financial Regulations and in line with directions given by Council from time to time and this Scheme of Delegation, and where applicable any other rules/regulations and legislation.

## **Expiration of Delegation:**

This delegation will expire if any of the following criteria are met:

9. The High Court declares that schedule 12 of the Local Government Act 1972 empowers local authorities to hold meetings remotely, regardless of the coronavirus regulations – virtual meetings of the Planning Committee will recommence.
10. Legislation to hold virtual meetings is available - virtual meetings of the Planning Committee will recommence.
11. All social distancing requirements with respect to the COVID-19 pandemic are lifted – in person meetings of the Planning Committee will recommence.
12. All members of the Planning Committee notify an Officer of the Council they wish to recommence in person meetings, and the appropriate risk assessments and risk mitigations are in place.

Approved: 27<sup>th</sup> April 2021 Minute number 21/63

Date for review 1<sup>st</sup> August 2021

Signed: