



## PLANNING COMMITTEE

### MINUTES OF MEETING HELD

7.30pm, Thursday 11 August 2016

Catshill Village Hall, Golden Cross lane

Present

CLlr M Knight (Chair), B McEldowney, T Gillespie, J Bate,

In attendance

Assistant Clerk: E Bird

1. Apologies CLlr M Shephard, CLlr P Masters, O Sweeting (ex officio)
2. Declarations of Interest None
3. To consider members' requests for dispensation None requested.
4. Adjournment for public question time - No members of the public were present
5. Minutes of meeting held 07/07/2016

The minutes of the previous meeting held 7<sup>th</sup> July 2016 were accepted and signed.

6. To comment on applications received by the Parish Council

Log no.	Appno.	Address	Proposal
log 679	16/535	Beech House, Halesowen Road, Lydiate Ash, B610QJ	Change of Use of Beech House and part of Ground Floor of Ash House from B1 (a) Offices to D1 (a) Provision of Medical or Health Services (Beauty Clinic and associated Consulting Rooms)
PC Comments: The Parish Council considered the application and have no comment to make.			

7. To review planning log and provide comment / update including Local Planning Authority decisions, appeals & enforcement actions

The planning log was reviewed.

IPA Decisions were:

log	Reference	Address	Proposal	Comment	Decision
678	16/0636	5 Westfields, Catshill, B61 9HJ	Two storey and single storey extensions to rear of property	The Parish Council considered the application and raised concerns regarding the roof height of the proposed extension, as well as concerns over the boundary line between No 5 and the	Approved 09/08/16

				neighbouring property.	
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				The Chairman referred to Supplementary Planning Guidance document SPG1 and SPG 14.1.d.	
672	16/0355	468, Birmingham Road, Catshill, B610HS	Two storey extension to side, second storey extension to front & single storey extension to rear	The Parish Council considered the application and have no comments to make.	Approved 22/07/16
677	16/0548	Holly Lodge, 2 Cottage Farm, Marlbrook, B60 IEA	Conservatory to rear and side of property	The Parish Council considered the application and have no comments to make.	Approved 21/07/16

Assistant Clerk advised Members that the issue of signage regarding Singletons, Arch Estates and Lizzie's Farm are in hand with WCC environmental services department.

8. Update committee regarding arranging meeting with WCC about unauthorised signage in the Parish

Assistant Clerk and the Chairman advised of emails received this week from Matthew Austin at Bromsgrove Place Teams, and that a meeting is to be scheduled to discuss a plan of action moving forwards.

**It was agreed** that the Chairman would put forward a suggested meeting date of Thursday 8 September at 14:00 hrs to Matthew Austin.

The Vice Chairman suggested it may be beneficial to set an Agenda prior to the meeting. Members also discussed the possible benefits (and of raising the suggestion with Matthew Austin) of showing an element of authorisation from the council on future signage that is erected, and that such signs should be maintained to a respectable standard.

9. Members to agree Terms of Reference for the Neighbourhood Plan Group

Members discussed a Terms of Reference drafted by the Chairman which used the Lickey & Blackwell Neighbourhood Plan Constitution as a guide. The Chairman advised it was to be noted that the maximum number of Cllrs on the Neighbourhood Plan sub-committee will be no more than 4. To clarify queries from other members, the Chairman advised that the Terms of Reference were to be agreed firstly by the Planning Committee, then ratified at the next FPC. The Neighbourhood Plan Steering Group would then be involved in amending the document if necessary at a later stage.

Cllr T Gillespie suggested inviting a District Councillor on to the

Neighbourhood Plan Steering Group..

**It was agreed** that Cllr M Knight would request this at the next NP meeting.

The Chairman advised that updates and minutes from Neighbourhood Plan meetings would be available on the Parish Council website. Members also discussed that timescales would need to be set for achieving objectives for the Plan and that these timescales could be set once those objectives had been agreed. Cllr J Bate asked if there would be timescales imposed by the BDC. The Chairman clarified that timescales were to be set by the Neighbourhood Plan Steering Group which will take into account the new BDC document being consulted on by the Planning inspector.

**It was agreed** that the Terms of Reference as set out by Cllr M Knight were acceptable.

10. Members to elect 4 Councillors for the Neighbourhood Plan Steering Group

The Chairman suggested the following in the interim; Cllr M.Knight, Cllr J Bate, Cllr T Gillespie and Cllr B McEldowney.

**This was agreed** by those in attendance.

11. Members to consider and discuss Bromsgrove District Modifications document for BDC consultation.

The Chairman advised that in order to make alterations to the document it would require good justification. The Chairman referred to the Guidance Notes- How to Respond to Proposed Modifications and suggested that all members should read the BDC Modifications document and consider it against the guidance notes to decipher whether points for modification are sound. The Chairman then went on to say that the Committee is limited with regards to a response as most of the modifications are just inserts to expand certain paragraphs. The Chairman advised against expecting anything further than this.

12. To confirm date and venue of the next Neighbourhood Plan Meeting.

The Chairman advised that the next meeting would be on Wednesday 14th September at the Baptist Church for 1930.

Next Planning meeting to be held 22<sup>nd</sup> September 2016 at 19:30pm.

This meeting ended at 20.10 hrs.

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Chairman, Planning Committee

Date

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