



LOOE TOWN COUNCIL

**MINUTES OF THE PLANNING AND PUBLIC
CONSULTATION COMMITTEE MEETING**

Held on Wednesday 9th November 2016 at 7.00pm
in the Tourist Information Centre, The Guildhall,
Fore Street, East Looe, PL13 1AA

PRESENT

Chairman: Cllr C Rose
Councillors Mrs Hannaford (Arrival 7.06pm),
Mrs Powell and Toms

IN ATTENDANCE

Assistant Town Clerk – Annette Keen

		ACTIONS
73.	<u>APOLOGIES</u> Apologies were received from Councillor Welch.	
74.	<u>TO RECEIVE DECLARATIONS OF INTEREST</u> Councillor Toms declared an interest in Cornwall Council, Looe Harbour Commission and Looe Development Trust. Councillor Rose declared an interest in East Looe Town Trust.	
75.	<u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u> No Questions or Statements had been received. -----0000----- Cllr Mrs Hannaford arrived at the meeting (7.06pm). -----0000-----	
76.	<u>TO RESOLVE TO APPROVE THE MINUTES OF THE PLANNING AND PUBLIC CONSULTATION MEETING OF 13TH OCTOBER 2016 (MINUTE NOS: (61 - 72 (INC)))</u> Councillor Toms proposed to approve the Minutes of the Planning and Public Consultation Committee Meeting held on 13 th October 2016, seconded by Councillor Mrs Powell, it was:	

	<p><u>RESOLVED</u> Unanimously to approve the Minutes of the Planning and Public Consultation Meeting held on 13th October 2016.</p>	
77.	<p><u>MATTERS ARISING FROM THE MINUTES OF THE PLANNING AND PUBLIC CONSULTATION MEETING OF 13th OCTOBER 2016</u> <u>Minute No 65 – Hannaford Emergency Plan</u> Councillor Mrs Hannaford was reminded to write a Press Release.</p>	Cllr Mrs Hannaford to write a Press Release
78.	<p><u>CORRESPONDENCE (FOR INFORMATION ONLY)</u> No correspondence was received.</p>	
79.	<p><u>TO NOTE DECISION NOTICES</u> The Committee read through Decision Notices as attached Appendix 'A'. The Chairman informed the Committee that Looe Town Council are currently running at 91% in agreement with decisions made with Cornwall Council.</p>	
80.	<p><u>TO REPORT AND NOTE PLANNING APPEALS AND SITE MEETINGS</u> <u>.1 APP/DO940/W/16/3155280 Land off St Martins Road, East Looe</u> An Appeal Notice had been received for the above. Since receiving the Appeal Notice further correspondence had been received stating that the Strategic Planning Manager has written to the Planning Inspectorate requesting that the appeal be held in abeyance or failing this to be dealt with by way of a Hearing rather than Written Representations. The Committee requested that the Assistant Clerk re-iterate our original objections to the Planning Inspectorate and we await to be informed if there is to be a Hearing. <u>.2 APP/DO840/W/16/3151890 – Home Hill, St Martins Road, East Looe</u> An Appeal Decision had been received, the appeal is dismissed. <u>.3 PA16/09122 – Flat Veras, Fore Street, East Looe</u> The Chairman reported that himself and Councillor Toms had made a site visit to the above property with the agent. After much discussion recommendation was made to 'Do not object or support and we request that this application is referred to the Conservation Officer for comment'.</p>	Assistant Clerk to re-iterate our original objections to the planning inspectorate

81.	<p><u>TO DISCUSS AND MAKE RECOMMENDATION FOR LOOE HERITAGE GUIDANCE NOTES 1-3 AND CARADON DESIGN GUIDE</u></p> <p>Scanned copies of Looe Heritage Guidance Notes 1-3 and the Caradon Design Guide had been gratefully received from Mr Gamblin with a request to add these to Looe Town Council website.</p> <p>The guides were discussed and it was noted that some of the information is out of date, so cannot be added to the website at this stage. Councillor Mrs Hannaford proposed that these documents are referred to the Neighbourhood Plan Steering Group to consider using as a template for updating, seconded by the Chairman, it was resolved <u>RESOLVED</u></p> <p>Unanimously to refer these documents to the Neighbourhood Plan Steering Group.</p>	<p>Assistant Clerk to write a letter of thanks to Mr Gamblin</p> <p>To be referred to the Neighbourhood Plan Steering Group</p>
82.	<p><u>TO DISCUSS CONSERVATION OFFICER/HERITAGE ENGLAND COMMENTS ON HOUSEHOLDER PLANNING APPLICATIONS IN THE HISTORIC AREA OF LOOE</u></p> <p>It had recently come to our attention that the Cornwall Council Planning Officers do not consult their Conservation Officers nor Historic England on household planning applications within the Article4/Conservation area. They only consult on larger applications or Grade I or Grade II applications. The Chairman raised this concern with the Committee.</p> <p>After much discussion Councillor Mrs Hannaford proposed to refer this matter to the Neighbourhood Plan Steering Group for discussion, seconded by the Chairman it was <u>RESOLVED</u></p> <p>Unanimously to refer this matter to the Neighbourhood Plan Steering Group.</p>	<p>To be referred to the Neighbourhood Plan Steering Group</p>
83.	<p><u>TO CONSIDER PLANNING APPLICATIONS AS LISTED AND MAKE RECOMMENDATIONS THROUGH THE CLERK DIRECT TO CORNWALL COUNCIL</u></p> <p>Much discussion took place and recommendations made as per attached Appendix 'B'.</p>	
84.	<p><u>TO RECEIVE REPORTS OF PLANNING CONTRAVENTIONS</u></p> <p><u>.1 Purely Cornish, Fore Street, East Looe</u> A new shop front had been installed with no planning application submitted. Planning permission is required as this property is in the Conservation area and under the Article 4 Directive.</p> <p><u>.2 Flat, The Old Granary, The Quay, East Looe</u> Windows are being installed into the above property with no planning application submitted. Planning permission is</p>	<p>Assistant Clerk to report to enforcement</p>

	required as this property is in the Conservation area and under the Article 4 Directive.	
85.	<p><u>TO RECEIVE AN UPDATE ON THE PROGRESS OF THE NEIGHBOURHOOD PLAN</u></p> <p>Councillor Mrs Hannaford informed the Committee that the Working Groups have been working hard gathering much data. Hard copies of the Housing Survey has been widely delivered and is also available on survey monkey. We are slightly behind schedule, but hopefully the draft plan will be ready by February 2017. All documents and information is available for members on dropbox. The Polean master plan brief is up for consideration.</p> <p>We are currently looking at launching ‘cherished views’ competition and this will be discussed at our next Steering Group meeting on 15th November.</p>	
86.	<p><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN (FOR INFORMATION ONLY)</u></p> <p><u>.1 Local Councils Pre Application Protocol</u></p> <p>Councillor Mrs Hannaford informed the Committee that Cornwall Planning Partnership has been working with Cornwall Council to produce a pre application protocol. This would be discussed in greater detail at the forthcoming Planning Conference. This Protocol has been agreed by CALC. The document contains:</p> <ul style="list-style-type: none"> i) Pre Application Agreement ii) Pre Application Protocol iii) Pre Application Planning Profile <p>Looe Town Council could give this to the applicant so they have guidance before they commence their application and Councillor Mrs Hannaford would like Looe Town Council to consider adoption. Councillor Mrs Hannaford offered to circulate this to all members for information and requested that this be referred to Full Council for adoption.</p> <p>The Chairman stated that Looe Town Council do have a pre-application policy in place and any amendment would have to be approved by Full Council. As this item was not on the Agenda he would discuss this request with the Clerk once all information had been circulated and include it for discussion at the next Planning Meeting.</p> <p><u>.2 PA16/10296 – 5 Portbyhan Rd, West Looe</u></p> <p>The above planning application is recorded for discussion and recommendation at our next planning meeting scheduled for 7th December. An extension of time has been requested as the target date from Cornwall Council is 24th November. The Planning Officer has stated that the extension requested would be acceptable as long as we do</p>	

	<p>not have any concerns with this application. The Chairman asked the Committee to view this application prior to our next meeting.</p> <p>The Meeting closed at 8.20pm.</p>	
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Signed

Date