

**ALTON TOWN COUNCIL**  
**MINUTES OF THE PLANNING & TRANSPORT COMMITTEE**  
**HELD ON WEDNESDAY 15<sup>th</sup> JUNE 2022**  
**at 7.00 p.m. in the Town Hall, Market Square Alton**

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**Present:**        **Councillor**    **Graham Titterington - Chair**  
                                 **Paul Crossley**  
                                 **Amanda Durley**  
                                 **Pam Jones**  
                                 **Christopher Lawrence**

**In attendance:**  
                                 **Pat Harris – Finance & Administration Manager**

**12**        **Chairman’s Announcements**

The Chairman made the following announcements:

**13**        **Apologies**

Apologies were received from Councillors Matthew Bayliss, Sharon Cullen, Richard Platt and the Town Clerk, Leah Coney.

**14**        **Minutes**

The Minutes of the meeting held on 18<sup>th</sup> May 2022 were approved as a correct record and were signed by the Chairman.

**15**        **Declaration of Interest & Dispensations Requested**

The Chairman reminded members of their obligation to disclose any pecuniary interest in items on the agenda. Councillor Paul Crossley advised of a personal interest by way of a social acquaintance in respect of planning applications 59766 & 59766/001.

**16**        **Questions/Representations/Correspondence to the Committee**

No correspondence had been received.

**17**        **Applications**

17.1    **Planning, Tree & Licencing Applications:** On the proposal of Councillor Graham Titterington seconded by Councillor Matthew Bayliss it was

**RESOLVED**

**That the views of the committee in respect of each application are as set out in the appendix to the minutes.**

17.2    Other correspondence/reports/information:

17.2.1        EHDC have advised that planning permission has been granted in respect of:  
                                 Planning application 58535 Proposal: Conversion of existing offices to 6

residential flats with internal and external alterations including new fenestration and a new cycle store. (amended plans received 11/5/21, parking survey received 13/1/21, ecological information received 10/2/21, cycle store details received 27/5/22)

Site Address: Normandy House, 1 Nether Street, Alton, GU34 1EA

- 17.2.2 The EHDC Arboricultural Officer has notified that consent has been given for the very large Giant Redwood at 4 Archery Rise to be felled under the Tree Preservation Order exceptions. Mr. Garside is due to meet the owner of the property at the end of June to discuss the recommendation for its replacement. (Under section 206 of the Town and Country Planning Act 1990 there is a statutory duty to plant a replacement for trees removed under such circumstances.)
- 17.2.3 EHDC have granted planning permission in respect of application: 59721 for a loft conversion with rear dormer at 2 Maple Close, Alton.
- 17.2.4 Hampshire County Council Regulatory Committee will be considering the Variation of condition 5 of 51471/007 to extend the life of trial period till 31 March 2023 at Unit 5 Waterbrook Estate, Waterbrook Road, Alton GU34 2UD (application number 51471/008) on Wednesday 22 June 2022 at 10.00am in Ashburton Hall, at Elizabeth II Court The Castle, Winchester, Hants SO23 8UJ.

## 18 Emerging Local Plan

EHDC have advised the following:

1. The Leader of East Hampshire District Council announced a delay to the Regulation 19 (pre-submission) Local Plan. This means that the Council will not be consulting on a full Local Plan in November 2022. Instead, the Council will be looking again at the strategic issues and options - which have, over time, changed considerably - within its next consultation.

The minutes to the EHDC Full Council meeting on 19th May provides details of the Leader's statement. EHDC's Planning Policy team is working on an update to the Local Development Scheme, which will provide further details about the revised timetable for the Local Plan. In recent months, the policy team's work has focused more on strategic issues for the planning area - such as how to achieve net-zero carbon development and high-level transport studies - than on site-specific issues affecting large development sites such as Chawton Park Farm.

2. EHDC have advised of Net Zero Carbon study for the East Hampshire Local Plan - *Get Involved* being undertaken. Parish & Town Councils have been emailed to make them aware that an invitation to get involved with the study during the summer of 2022 will be sent shortly. Engagement will be via an online survey, with a further option for interested councillors to get involved via a virtual focus-group discussion. Results from the survey would be made available prior to the focus group.

**NOTED**

**19 To consider any matters or reports pertaining to Highways/ Parking/Public Transport, Housing, Street Naming and any current Public Exhibitions/Consultations**

19.1 Further correspondence has been received in respect of Farnborough Airport and concerns raised in respect of stakeholder consultations. Alton Town Council had no further comment to make in respect of the Civil Aviation Authority (CAA) outlining of the requirements of the airport's Airspace Change Post Implementation Review (PIR) process which followed the introduction of controlled airspace around Farnborough Airport in 2020.

19.2 Hampshire Highways Operation Resilience works in preparation for a proposed surface treatment during 2022:

Formal notification of carriageway repairs being undertaken in Alton has been received advising of works programmed to start during June. Yellow sign boards displaying dates and times will be erected at the works limits. These will be updated as soon as possible in the event of any programme changes.

19.3 Hampshire County Council are carrying out the following Public Consultations:

19.3.1 Public consultation on proposed changes to supported passenger transport services and the Concessionary Travel Scheme Hampshire County Council (HCC) is consulting on proposed changes to the above services. The consultation runs from Monday 30 May until Sunday 24 July 2022 and seeks views on the proposed approach, the impacts that may arise as a result and invites any alternative suggestions

How stakeholders and residents can respond

Online at [www.hants.gov.uk/passenger-transport-consultation](http://www.hants.gov.uk/passenger-transport-consultation)

By paper copy, returned via their local Hampshire library OR via the return envelope provided or send to 'Freepost HAMPSHIRE' (marked 'SPEC J050D PTG' on the back of the envelope

19.3.2 Hampshire County Council has produced draft Catchment Management Plans for the 18 river catchments in Hampshire. These plans provide an assessment of flood risk from a range of flooding sources and has been used to identify 66 Priority Areas across Hampshire where specified actions and stricter policies could be applied.

The webpage has been set up to allow partners and residents of Hampshire to review the Catchment Management Plans and their supporting documents. If you are interested in commenting, please respond to the survey to let us know what you think of Hampshire's proposed methods of managing water and flood risk across the County.

Stakeholders and residents can respond to the consultation by going

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/catchment-management-plans>

The Catchment Management Plans will be open for consultation until 21st July 2022.

19.4 As part of the National Rail Contract, SWR are required to undertake customer experience improvement schemes at stations. It is proposed to upgrade station public address systems by introducing induction loops at a number of our stations.

19.6 Alton Town Council has responded to East Hampshire District Council that it has **No Objection** to the following TRO proposals:

19.6.1 **London Road, Holybourne** to install a section of double yellow lines along the South Eastern side of London Road Holybourne between Malthouse Mews and Cranford Drive, opposite Howards Lane.

**19.6.2 Mill Lane:**

Waiting Prohibited at all times

South Side: From a point of 25 metres south-east of the centerline of Waterbrook Road in a north-easterly direction for a distance of 45 metres.

West Side: From its junction with Newman Lane in a south-westerly direction for a distance of 15 metres.

North-west side:-

From the centreline of its junction with Newmans Lane, for a distance of 137 metres in a south-westerly direction.

North-east side:

Entrance to Rowan Industrial Estate for a distance of 44 metres in a north-easterly direction.

South-east side:

Entrance to Grove Park for a distance of 17 metres in a south westerly direction.

North-east side:

Entrance to Grove Park for a distance of 12 metres in a north-easterly direction. From a point of 26 metres south-west of the center-line of Waterbrook Road for a distance of 61 metres in a north-easterly direction.

**19.6.3 Vicarage Hill:**

A “prohibition of waiting” on a length of Vicarage Hill, a “restriction of waiting between the hours of 9.00am and 6.00pm Monday to Saturday inclusive” on lengths of Vicarage Hill and a “limited waiting of 1 hour no return within 1 hour, Monday to Saturday, between the hours of 9.00am to 6.00pm inclusive”, on a length of Vicarage Hill, Alton.

19.7 Hampshire County Council: propose the introduction of changes to the current no waiting Monday-Saturday 906 and no waiting at any time at Ackender Road, Alton.

The Objection Period for lodging comments to the proposals is Friday 10th June 2022 to Friday 1st July 2022. Further details on the proposals and how to submit comment are available at

<https://www.hants.gov.uk/community/publicnotices/?typeid=5>

Councillors are requested to reply to officers with comments by Monday, 27<sup>th</sup> June which will be forwarded to HCC within the specified time period.

19.8

The Committee noted its concerns at the lack of mowing of highway verges and open spaces for which Hampshire County Council have a responsibility (sub-contracted to EHDC). As “No Mow May” has now ended they will revisit their concerns at the next meeting. These concerns centre on clear sight lines at junctions and the loss of public open space within residential areas.

**NOTED**

The meeting finished at 7.55 pm

DRAFT

**COMMENTS ON PLANNING APPLICATIONS CONSIDERED BY THE  
PLANNING & TRANSPORT COMMITTEE  
WEDNESDAY 15<sup>th</sup> JUNE 2022**

**PLANNING APPLICATIONS**

**Notification of Full Planning Consent**

1. 24245/010      Site Address: Travelbag Plc, 3-5 High Street, Alton, GU34 1TL  
Change of use of part of the ground, first & second floors from office space to two residential dwellings over three floors with amenity space & parking to rear. Changes to fenestration. Subdivision of commercial space to create two units along with associated change to shop front.  
**NO OBJECTION**
  
2. 26325/006      Site Address: 10 New Barn Lane, Alton, GU34 2RU  
Proposal: Detached dwelling with new access and associated parking and landscaping  
**OBJECTION for the following material reasons:**
  1. **Both the District and Town Councils have declared a Climate Emergency:  
The applicant has failed to provide sufficient information on energy efficiency and renewable energy generation**
  2. **The Committee concurs with the comments of Highways and the drainage concerns raised.**  
**WITH THE FOLLOWING ADDITIONAL COMMENT:**
  1. **The applicant has made claim about water usage but makes no reference to electricity and/or gas consumption**
  
3. 33277/007      Site Address: 34a High Street, Alton, GU34 1BD  
Proposal: Change of use from a retail unit (Use Class E) to a pizza takeaway and delivery operation (Use Class Sui Generis) including associated external alterations  
**NO OBJECTION**

**Notification of Variation of Condition application**

1. 58789/001      Site Address: 99 London Road, Holybourne, Alton, GU34 4EW  
Proposal: Variation of condition 3 of application 58789 to amend previous approved design. Revised drawings have been submitted.  
**NO OBJECTION**

**Notification of Listed Building Consent**

1. 24245/011      Site Address: Travelbag Plc, 3-5 High Street, Alton, GU34 1TL  
Proposal: Listed Building Consent - Change of use of part of the ground, first & second floors from office space to two residential dwellings over three floors with amenity space &

parking to rear. Changes to fenestration. Subdivision of commercial space to create two units along with associated change to shop front.  
**NO OBJECTION**

## **Notification of Householder application**

1. 49288/005 Site Address: 20 Grebe Close, Alton, GU34 2LR  
Proposal: Two storey rear extension (Retrospective Application).  
**NO OBJECTION BUT WITH THE FOLLOWING COMMENT;  
ALTON TOWN COUNCIL STRONGLY REGRETS THE  
RETROSPECTIVE NATURE OF THIS APPLICATION**
2. 53300/001 Site Address: 25A Anstey Lane, Alton, GU34 2NF  
Proposal: New Garage (Corrected ownership certificate received)  
**OBJECT for the following material reason:  
It would impossible to access the garage without infringing onto the  
neighbouring property so therefore the garage cannot be used for its  
intended purpose**
3. 59408/001 Site Address: 33 Bello Abbey Way, Alton, GU34 2FS  
Proposal: Partial Garage conversion. Stud wall erected so existing garage door can still open fully - no change to the exterior to the front of the property. Window installed in the rear of the garage overlooking only our private garden.  
**STRONGLY OBJECT for the following material reason:  
It is contrary to Condition 8 of the planning permission granted  
(planning permission 55428/003 refers)**
4. 59766/001 Site Address: 78 Claines Street, Holybourne, Alton, GU34 4D  
Proposal: Single-storey side and rear extensions.  
**NO OBJECTION**
5. 59769 Site Address: 17 Alexandra Road, Alton, GU34 2HU  
Proposal: Conversion of garage into new accessible bedroom and utility space.  
**OBJECT for the following material reason:  
This application does not comply with Policy TR5 of the Alton  
Neighbourhood Development Plan 2011 to 2028 as modified April 2021**
6. 59771 Site Address: 32 Pound Gate, Alton, GU34 2HN  
Proposal: Single-storey side and rear extension following demolition of conservatory and side extension.  
**NO OBJECTION**
7. 59772 Site address: 21 Rowan Way, Alton GU34 2FL  
Proposal: Single storey rear extension alterations to elevations and part garage conversion to form home office.  
**STRONGLY OBJECT for the following material reason:  
It is contrary to Condition 8 of the planning permission granted  
(planning permission 55428/004 refers)**

## **Notification of Lawful Development Certificate proposed application**

1. 32009/002      Site Address: 16 St Lawrence Road, Alton, GU34 2DZ  
Proposal: Certificate of Lawfulness proposed - detached outbuilding to form office and gym.  
**NO OBJECTION subject to a Condition of Planning Permission granted being added to not permit conversion to habitable space**
2. 59733          Site Address: 14 Haydock Close, Alton, GU34 2TL  
Proposal: Lawful development certificate proposed - single storey rear extension  
**NO OBJECTION**
3. 59755          Site Address: 24 Westbrooke Road, Alton, GU34 1JL  
Proposal: Lawful development certificate proposed - conversion of roof space.  
**NO OBJECTION**
4. 59766          Site Address: 78 Claines Street, Holybourne, Alton, GU34 4DG  
Proposal: Lawful development certificate proposed - for a single storey rear extension together with the conversion of loft to habitable space under Class B of the GPDO.  
**NO OBJECTION**

## **Notification of Section 106 Agreement application**

1. 21079/014      Site Address: Helen's Close, Alton, GU34 1FS  
Proposal: Deed of Variation in relation to the S106 Agreement on application 21079/009 on properties 25, 26, 27, Flat 1, Flat 2, Flat 3, Flat 4, Flat 5, Flat 6, Helens Close, Alton GU34 1FS  
**NO OBJECTION**
2. 21079/015      Site Address: Properties at Bello Abbey Way, Eyre Gardens, Jordan Grove, Moray Place &, Reynolds Drive, Alton  
Proposal: Deed of variation of S106 Agreement dated 29 April 2015 relating to application number 55428/001 on properties located in Reynolds Drive, Bello Abbey Way, Eyre Gardens, Moray Place and Jordan Grove  
**NO OBJECTION**

## **Prior Notification of Change of use of Agricultural Building to up to 3 dwellings Town and Country Planning (General Permitted Development) Order 2015**

1. 25892/017      Site Address: Bonhams Farm, London Road, Holybourne, Alton, GU34 4JA  
Proposal: Application to determine if prior approval is required for a change of use from an agricultural building to a dwellinghouse (Use Class C3), and for building operations reasonably necessary for the conversion.  
**NO OBJECTION**



## Licensing Application

1. Premises Licence                      The Spice Bank, 42 High Street Alton Hants, GU34 1BG  
Licence No: 0334294                      Permitted Activities: The supply of alcohol  
Premises Open Hours Requested  
Time From      Time To  
Monday - Saturday    17:00   23:00  
Sunday                12:00   23:00  
Activities - Times Requested  
Time From      Time To  
Supply of alcohol for consumption ON the premises only  
Monday - Saturday    17:00   23:00  
Sunday                12:00   23:00

**NO OBJECTION**

## TREE APPLICATIONS

1. 29582/005      Site Address: 15 Church Street, Alton, GU34 2BS  
Re: Notification of intention to carry out Works to trees within a  
Conservation Area  
Proposal: 1xAcer-Fell.  
**The Tree Warden has referred the application back to East Hampshire  
District Council**