

**ALTON TOWN COUNCIL
MINUTES OF THE PLANNING & TRANSPORT COMMITTEE
HELD ON WEDNESDAY 8th FEBRUARY 2023
at 7.00 p.m. in the Town Hall, Market Square Alton**

Present: **Councillor** **Graham Titterington – Chair**
 Pam Jones
 Richard Platt
 Suzie Burns
 Annette Eyre

In attendance: **Leah Coney – Town Clerk**
 Pat Harris – Finance & Administration Manager

 County Councillor Andrew Joy
 4 members of the public

200 Chairman's Announcements

The Chairman made the following announcements:

1. With the agreement of the Committee the Chair agreed that Agenda item 9.2 would be discussed prior to Agenda item 6 (Applications) as Cycle Alton representation was present to answer any questions that Members may have on this item.

201 Apologies

Apologies were received from Councillors Paul Crossley & Sharon Cullen. Councillor Suzie Burns attended the meeting as a substitute councillor for Sharon Cullen, with new Councillor Annette Eyre attending in an observatory capacity.

202 Minutes

The Minutes of the meeting held on Wednesday, 30th November and Comments on Applications dated 28th December 2022 & 11th January 2023 were approved as a correct record and were signed by the Chairman.

203 Declaration of Interest & Dispensations Requested

The Chairman reminded members of their obligation to disclose any pecuniary interest in items on the agenda. Councillor Pam Jones advised that in respect of Planning Application 59069/004 she was a friend of the applicant. The Town Clerk advised this was a Personal interest and not pecuniary.

204 Questions/Representations/Correspondence to the Committee

Representations made to the Committee:

1. Mike Cannon on behalf of Cycle Alton in respect of the LCWIP gave an update on the meeting that was held between Cycle Alton, Alton Town Council, East Hampshire District

Council and Hampshire County Council (HCC). Janice Montgomery (Cycle Alton) added that in previous submissions to HCC they had wanted to remove all parking in the High Street. (Members had previously received an update report on the LCWIP meeting between Cycle Alton, Hampshire County Council and Alton Town Council as published with the Agenda papers together with the proposed draft route map)

2. Councillor Pam Jones advised that shared footpaths (pedestrian and cyclist) have to be a certain width and there are some paths in Alton where this would not be achievable although Councillor Suzie Burns advised that she believes nationally such consideration is not now required.
3. Correspondence from Rachel Palmer, Giles Lock & Chris Morley was noted as it had previously been circulated to all councillors prior to the meeting; as all three communications were objections to the planning application which was before the Committee for consideration this evening: HCC/2022/0633 EH156 Grey Fox Recycling
4. Councillor Joy advised that:
 - a. regarding the LCWIP and Cycle Alton meeting, he understood that there was a lot of background reading required by the Principle Planner at County on the history of Alton in respect of strategic junction planning which is interwoven with cycle and walk ways installation and that there is still a lot of discussion that needs to take place
 - b. he was aware of the resident representation in the gallery this evening, together with the written representations that had been submitted, in respect of the Grey Fox planning application.

The Chairman confirmed that resident representatives would be invited to speak when the planning application was being considered later in the meeting.

The following correspondence had also been received:

- 5 Fairthorn Consultancy on behalf of the developers Revere Life have issued the first Community Newsletter regarding Revere Life's proposals to deliver a new retirement community in Alton which relates to the southwest corner of the former Molson Coors brewery site announcing their virtual exhibition for feedback which can be given via:
 - a. the project website: alton.your-feedback.co.uk
 - b. by e-mailing to: revere@your-feedback.co.uk
 - c. by calling the telephone number: 0800 099 6712
 - d. request a paper version of their proposals (by calling the freephone number above) and a copy will be sent via the post
- 6 E-mail correspondence from Dr. Hannagh Greenberg, Hampshire County Co-ordinator for 20's Plenty for Us providing an update on how the campaign is progressing and seeking further support to "nudge" Hampshire County Council towards a decision.

Councillor Andrew Joy was asked for an update and responded advising that the Executive member is very supportive of the initiative and is minded for it to be brought to Full Council at County in due course.

205 Applications

205.1 **Planning, Tree & Licencing Applications:** On the proposal of Councillor Graham Titterington, seconded by Councillor Richard Platt it was

RESOLVED

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

205.2 Other correspondence/reports/information:

205.2.1 EHDC have advised of the following Planning Appeals that have been lodged:

205.2.1.1 Planning Inspectorate Reference:
APP/M1710/D/22/3306943.
Appeal by: Mr Cattley
Location: 26 Reynolds Drive, Alton, GU34 2FT
Proposal: Variation of condition 8 of 55428/003 to allow retention of part converted garage to non-habitable room
Appeal start date: 13 January 2023
Planning Application 59411/001 refers

205.2.1.2 Planning Inspectorate Reference:
APP/M1710/W/22/3304406.
Appeal by: Mr Anthony Dougherty
Location: 111 Victoria Road, Alton
Proposal: The creation of 2no. 1 bedroom apartments in a new mansard roof
Appeal start date: 10 January 2023
Planning Application 26852/021 refers

205.2.2 An enquiry had been received by Brian Good on behalf of the Alton Society advising that the volunteer Tree Warden has been incurring a few expenses relating to car mileage, parking and printer ink etc since she took up her duties just over a year ago. He requested that Alton Town Council give consideration to covering such expenses incurred in carrying out the role.

The Committee confirmed its agreement to covering reasonable expenses and on the proposal of Councillor Graham Titterington, seconded by Councillor Pam Jones, it was

RESOLVED to cover reasonable expenses incurred in carrying out the role of the Volunteer Tree Warden and that claims should be submitted to the Town Council for mileage, car parking and printer cartridges

206 Emerging Local Plan

Following consultation with all Councillors, the Town Clerk had circulated the proposed response to the Reg 18 Consultation which was subsequently submitted on 12th January 2023. It is understood that the Reg 18 Part 2 due in September 2023 may well be delayed to nearer the end of this year.

In addition the NPPF consultation is currently on-going and the results of this may well impact the emerging Local Plan if there is an opportunity to deviate from the standard methodology for calculating housing numbers which could affect site allocations in the second part of the Reg 18.

NOTED

207 Alton Neighbourhood Plan Review 2023

The Town Clerk gave an update on the Neighbourhood Planning meeting held on 18th January with O'Neill Homer, Mike Heelis and David Allan. Since the Full Council meeting last week, a fully funded Technical Support package from AECOM has been secured for Design Coding as well as potentially support packages for Housing Needs Assessment and SEA. An inception meeting will take place next week with the Steering Group to set out their Terms of Reference and membership of the Group. Councillor Graham Hill had recommended at Full Council that the Steering Group should comprise of two councillors, post May elections and this was noted. Councillor Pam Jones offered to be one of the councillors for healthcare if appropriate; this will be considered alongside which other community candidates should also be included within the make-up of the Steering Group when the Core Group meet. A grant application has also been submitted by the Town Clerk to Locality to fund the consultancy fees up to the end of the current financial year.

NOTED

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

208.1 A newsletter on the CALA development for the care home element was tabled for information and had been included in Councillor bundles. The amended planning application is likely to be submitted in February to East Hampshire District Council and will therefore likely come to Alton Town Council's Planning Committee for comment in March or April.

208.2 Road Closure: Old Acre Road (Temporary Road Closure Order
Pedestrian access and vehicular access to affected properties will be maintained but remains a 'No Through Route'. The Order is necessary to facilitate and uncover cabling that runs in the road and run a new electricity connection. Work is anticipated to start on or after 14th February 2023 (but the Order will last for approximately 6 months or until the Works are completed, whichever is the sooner starting. It is expected that the closure will be required for 4 days.

NOTED

209 Payments for Approval

Due to the nature and timing of the items below the following items were tabled for approval by Members rather than being dealt with under delegated authority.

The Committee received a report from the Finance & Administration Manager seeking approval for the following expenditure:

1. Retrospective approval for a number of Health & Safety asphalt (tarmac) repairs undertaken at Anstey Park together with a new entrance way to the Pump Track together with some

edging repairs where tarmac had broken away. There were also some large potholes that required repair at Jubilee Playing Fields. The total cost for these works was £6,777.12.

2. The purchase of a I-Go Quad utility vehicle with tow bar and farm storage trailer. The Town Clerk advised that since the agenda papers had been published the trailer was no longer available leaving only the utility vehicle at a cost of £1,700. The utility vehicle had been requested by the Head of Grounds for use to assist with the transportation of materials and equipment. Whilst the expenditure for this item falls under delegated authority as the item available was through a disposal by the Town Clerk it had been referred to the Council's internal auditor to confirm the correct procedure to deal with this request. He had confirmed that this is permissible under the governance rules but must be approved by Members rather than officers with the minutes of this meeting and (retrospectively) noted when the minutes of this meeting are tabled at the next full council meeting.

On the amended Recommendation and on the proposal of Councillor Graham Titterington, seconded by Councillor Pam Jones it was

RESOLVED to amend the recommendation to read:

1. **Tarmac works at Anstey Park and Jubilee Playing Fields at a cost of £6,777.12 (six thousand, seven hundred and seventy-seven pounds, twelve pence)**
2. **Purchase of Grounds Equipment I-Go Quad utility vehicle for the sum of £1,700 (one thousand, seven hundred pounds)**

All agreed

Therefore, on the proposal of Councillor Pam Jones, seconded by Councillor Suzie Burns it was

RESOLVED to approve:

1. **Tarmac works at Anstey Park and Jubilee Playing Fields at a cost of £6,777.12 (six thousand, seven hundred and seventy-seven pounds, twelve pence)**
2. **Purchase of Grounds Equipment I-Go Quad utility vehicle for the sum of £1,700 (one thousand, seven hundred pounds)**

All agreed

The meeting finished at 8.18 p.m.

**COMMENTS ON PLANNING APPLICATIONS CONSIDERED BY THE
PLANNING & TRANSPORT COMMITTEE
WEDNESDAY 8th FEBRUARY 2023**

PLANNING APPLICATIONS

Notification of Full Planning application

1. 50817/015 Site Address: Land east of Lumbry Farm Cottages, Selborne Road, Selborne, Alton
Proposal: Change of use of land for the formation of 3no. Gypsy/Traveller pitches, comprising the siting of 1 mobile home, 1 touring caravan, and 1 dayroom, alongside the formation of new access, bin store, and shared amenity area
OBJECT for the following material reasons:
 1. The site is situated within Flood Zone 3, and thus the development is at the highest risk of flooding.
 2. The contour of the site runs a high risk of run off into the Lavant Stream causing potential pollution and contamination and the Case Officer should ensure that the Environment Agency are consulted for a better understanding of the issue
 3. The proposed visibility splays appear inadequate for the new access to the main road.
2. 58969/004 Site Address: 93 High Street, Alton, GU34 1LG Proposal: To remove an existing ground floor window on street elevation and replace with a new inward opening timber double door.
NO OBJECTION

Notification of Class MA – business, commercial or services uses to dwellinghouses application

1. 27970/008 Site Address: Peacocks Stores Ltd, 28 High Street, Alton, GU34 1BN
Proposal: Application to determine if prior approval is required for a change of use from Commercial, Business and Service (Use Class E) to three dwellinghouses (Use Class C3)
NO OBJECTION

Notification of Variation of Condition application

1. 58736/001 Site Address: 2 Langham Road, Alton, GU34 1JY
Proposal: Variation of condition 3 of 58736 to allow substitution of approved floor, loft & roof plan with proposed floor plan showing an extra 1.5m to be added & proposed loft/roof plan showing a velux window instead of a dormer
NO OBJECTION

Notification of Householder application

1. 24089 Site Address: 35 Howards Lane, Holybourne, Alton, GU34 4HH
Proposal: Two storey side extension
OBJECT for the following material reasons:
 1. **The Committee concurs with the comments of the EHDC Conservation Officer**
 2. **The proposal does not meet the requirements of Policy TR5 of the Alton Neighbourhood Plan 2011 to 2028 (as Modified April 2021)**
2. 28054/033 Site Address: The Priory, 11 Howards Lane, Holybourne, Alton, GU34 4HH
Proposal: Oak frame loggia following demolition of existing conservatory
NO OBJECTION
3. 59684/001 Site Address: 4 Wickham Close, Alton, GU34 1RR
Proposal: Two storey extension to front and part conversion of garage to games room
NO OBJECTION
4. 59971 Site Address: 189 London Road, Holybourne, Alton, GU34 4EY
Proposal: Two-storey extension to the side, rear and front elevations
NO OBJECTION
5. 59972 Site Address: 34 Greenfields Avenue, Alton, GU34 2EE
Proposal: part single-storey, part double-storey side / rear extension to include conversion of roof space to habitable accommodation following demolition of detached garage.
OBJECT for the following material reasons:
 1. **The proposal constitutes an unacceptable impact on the street-scene as it is aesthetically at variance with that of the immediate properties which form the street-scene at this location**
 2. **The proposed development constitutes an unacceptable overdevelopment of the site where the form and mass of develop is at variance with that of the immediately adjoining properties.**
 3. **The proposal does not comply with the requirements of TR5 of the Alton Neighbourhood Development Plan 2011-2028 as modified April 2021. There is no provision within the development to accommodate additional vehicle parking and therefore would exacerbate parking in what is already a congested road**

Notification of Advertisement Consent application

1. 57035/006 Site Address: Mill Lane Retail Park, Mill Lane, Alton
Proposal: 2 No. internally illuminated Fascia signs, illuminated totem signage and vinyl window graphics.
NO OBJECTION

Notification of Listed Building Consent application

1. 28054/034 Site Address: The Priory, 11 Howards Lane, Holybourne, Alton, GU34 4HH
Proposal: Oak frame loggia following demolition of existing conservatory
NO OBJECTION

Notification of Lawful Development Certificate proposed application

1. 24089/001 Site Address: 35 Howards Lane, Holybourne, Alton, GU34 4HH
Proposal: Lawful development certificate proposed - single storey rear extension
NO OBJECTION

Hampshire County Council Planning Applications:

Notification of Variation of Conditions application

1. HCC Site Address: 5 Waterbrook Estate, Waterbrook Road, Alton, GU34
2022/0633 2UD
Proposal: Variation of conditions 3 (Layout), 5 (Hours of Working & Temporary Period), 11 & 12 (Noise, Dust & Odour), 16 (Storage), 18 (Types of Materials) & 25 (Plans) of Planning Permission 51471/008
STRONGLY OBJECT for the following material reasons:
 1. The applicant states that it seeks to “regularise” activity at the site thereby tacitly admitting that the current practice falls outside current permissions.
 2. The applicant seeks to make the experimental easement on night-time operations permanent although there is no evidence produced to support that night-time operations have actually taken place during the “experimental” period
 3. There is a distinct lack of information to support the application in terms of the applicant supplying comprehensive data in support of their application i.e. noise assessments has been selectively undertaken for example one hour on a mid-week morning. Thus, the minimal data supplied by the applicant cannot be used in support of the application as the data supplied is inadequate and the applicant should be requested to supply continuous noise and dust monitoring data
 4. Comprehensive data should also be requested that covers both winter and summer time operations
 5. The operation at this location has an adverse impact on both neighbouring businesses as well as residents that reside in close proximity to the site

Notification for Screening Opinion

1. HCC 2023/0031 Site address: Holybourne Rail Terminal, A31 Farnham Road, Alton
The drilling of 3 water monitoring boreholes and the regularisation of 3 previously drilled boreholes at the existing rail terminal site and oil facility
NO OBJECTION

Notification of Class MA – business, commercial or services uses to dwellinghouses application

1. 24449/016 Site Address: 15a High Street, Alton, GU34 1AW
Proposal: Application to determine if prior approval is required for a change of use from commercial, Business and Service (use class E) to two dwellinghouses (Use class C3). Application relates to the rear of 15A High Street only
NO OBJECTION

LICENCING APPLICATIONS

1. EHDC Cassidy's Bar, 44 High Street, ALTON, Hampshire, GU34 1BD
Premises Licence - **Permitted Activities the supply of alcohol**
Premises Open Hours Requested
- | Time | From | Time To |
|-----------|-------|---------|
| Wednesday | 16:00 | 22:30 |
| Thursday | 16:00 | 23:00 |
| Friday | 15:00 | 23:30 |
| Saturday | 12:00 | 23:30 |
| Sunday | 12:00 | 21:30 |
- Activities - Times Requested: Supply of alcohol for consumption ON the premises only
- | Time | From | Time To |
|-----------|-------|---------|
| Wednesday | 16:00 | 22:30 |
| Thursday | 16:00 | 23:00 |
| Friday | 15:00 | 23:30 |
| Saturday | 12:00 | 23:30 |
| Sunday | 12:00 | 21:30 |
- NO OBJECTION**

TREE APPLICATIONS

1. 21883/008 Site Address: Westbrook House, 17 Howards Lane, Holybourne, Alton, GU34 4HH
Re: Notification of intention to carry out Works to trees within a Conservation Area
Proposal: T1-Horse Chestnut-Fell. T2-Sycamore-Fell. T3,T4,T5,T6-Ash-Fell. T7-Common Ash-Fell. T8,T9-Maple-Fell. T10-Horse Chestnut-Crown lift to 4m.

NO OBJECTION as per the recommendation of the Tree Warden

2. 28053/002 Site Address: 10 Tanhouse Lane, Alton, GU34 1HR
Re: Notification of intention to carry out Works to trees within a Conservation Area
Proposal: T1-Silver Birch-Fell
OBJECT as per the recommendation of the Tree Warden
3. 38145/006 Site Address: Market Hotel, 3 Market Square, Alton, GU34 1HD
Re: Notification of intention to carry out Works to trees within a Conservation Area
Proposal: T1 Sycamore - Fell as self-seeded in very tight space. As it grows it will cause damage to surrounding buildings and obstruct electrical wiring
NO OBJECTION as per the recommendation of the Tree Warden
4. 59990 Site Address: Street Record, Claines Street, Holybourne, Alton
Re: Application for consent for Works to trees subject to a Tree Preservation Order
Proposal: T1-Holly-Reduce 7 branches, leaving lengths of 3m and giving a 4m clearance to boundary. T4-Wellingtonia-Carry out climbing survey, report defects and deal with immediate defect. Trees are adjacent to 50-54.
NO OBJECTION as per the recommendation of the comments of the Tree Warden