

# STOWEY SUTTON PARISH COUNCIL

## Minutes of the Parish Council meeting held at

7.30pm on Wednesday 2<sup>nd</sup> August 2017, The Link, Bishop Sutton

[www.stoweysuttonpc.org](http://www.stoweysuttonpc.org)

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Present: Councillors K Betton (Chairman), H Clewett (Vice Chairman), L Balmforth, C Brookes, E Daly, L Kingston and J Knibbs.  
Officer: J Howell (Clerk).  
Also in attendance: District Councillor Vic Pritchard and 22 members of the public.

68/17-18 Apologies for absence

Apologies were received from Cllr Gleave and accepted.

69/17-18 Confirmation of Minutes

That the minutes of the Meeting of the Parish Council dated 5<sup>th</sup> July 2017 were approved.

70/17-18 Declaration of interest

Cllr Clewett declared an interest in item 5.ii on the agenda – to consider planning application 17/01983/FUL, Arundel, Church Lane.

71/17-18 Chairman's Report

The following items were noted:

- i. a letter of thanks from Denise Mellersh and Chew Valley 10k Team.
- ii. that following the Inspectors Report, the Placemaking Plan was formally adopted by B&NES Council on 13th July 2017.
- iii. a letter from the Chairman of Blagdon Parish Council inviting representatives from the Parish Council to a meeting to exchange ideas around HGV issues along the A368.
- iv. That a Cllr raised the condition of the telephone box with the Clerk.

**RESOLVED**

That the Clerk will investigate the previous agreement made in relation to maintenance of the telephone box.

72/17-18 Planning

A. The Parish Council considered and discussed the following planning applications in turn against the adopted Neighbourhood Plan:

- i. 17/02860/FUL - Application Location: Westway Farm Wick Road Bishop Sutton. Description of Proposal: Erection of B1 rural offices with A3 wi-fi cafe, associated external works and tree planting. The Chairman opened the meeting to invite the applicant's agent and applicant to speak about this application.
- ii. 17/01983/FUL - Application Location: Arundel, Church Lane, Bishop Sutton. Description of Proposal: Erection of single storey side and rear extensions, front and rear dormer windows and internal reconfiguration works to existing dwelling.
- iii. 17/03505/FUL - Location: Fairhaven, The Street Bishop Sutton. Description of Proposal: Erection of 8 two bedroom cottages following demolition of 2 existing dwellings. The Chairman opened the meeting and invited the applicant's agent to speak about the application. The chairman then invited residents to speak to the Parish Council about this application. A total of nine resident spoke against the proposal and none in support. Concerns raised by residents included: the number of dwellings, parking allocation and the increase in vehicles, the surface of driveways, the roof height, the proximity to the road, the flank windows and privacy to neighboring residents, overdevelopment, the impact on

light, the fence height and impact on views and access to the development. Residents were reminded to put their concerns in writing to B&NES Council Planning Department for consideration by B&NES Council Planning Officers.

RESOLVED - That the Parish Council:

- i. SUPPORT planning application 17/02860/FUL, Westway Farm Wick Road.  
The application is fully compliant with the aims of SSBE01, SSBE03, SSBE05 and does not conflict with any other policy in the Stowey Sutton Neighbourhood Plan.
- ii. SUPPORT planning application 17/01983/FUL, Arundel, Church Lane with a condition that the permitted development rights should be removed.

Stowey Sutton Parish Council believe that the revised drawing submitted on the 17 July 2017 largely addresses the policy issues raised in the objection to the previously submitted plans. On the condition that a planning condition prohibiting the future use of the area identified on the plan as "Attic Store" as living space & the removal of permitted development rights for the property, so that further changes will require a full planning application, Stowey Sutton Parish Council now support the application 17/01983/FUL, Arundel, Church Lane.

- iii. SUPPORT planning application 17/03505/FUL, Fairhaven The Street with additional planning conditions to require the developer meets the following conditions;
  - The existing hedges bordering the houses in The Batch be retained.
  - All upper storey glazing on windows with views directly towards The Batch must use obscured glass.
  - Ensure that sufficient permeable surfaces are used to ensure effective SUDS drainage prevents surface water does not reach the highway (there is a conflict between the written description & drawings on the total area of permeable surface in the supporting documentation submitted by the applicant).

The increased foot traffic that the development is likely to generate means that whilst supporting the application funds should be requested through CIL or Section 106 agreement to permit the Parish Council to;

- Make improvements to the pavement on the northern side of Wick Road, opposite the application site where it narrows adjacent to "The Link".
- Improve pedestrian road crossing facilities close to the site on the A368 (Wick Road)
- Contribute to improvements the play facilities at the Bishop Sutton Recreation Ground.

The full Parish Council response to each planning application will be available alongside the minutes on the Parish Council website.

B. To following Planning decisions were noted:

- i. 17/02408/FUL Application Location: 2 Rushgrove Gardens. Description of Proposal: Erection of single storey and link extensions, garage conversion & internal alterations.  
Decision – Permit.
- ii. 17/00902/FUL Application Location: 43 Woodcroft Bishop Sutton. Description of Proposal: Removal of the existing hedge and grass mound to give access to the driveway at the front.  
Decision - Withdrawn.

#### 73/17-18 Parish Council Vacancies

The Parish Council were asked to consider two-written applications for the office of Parish Councillor.

RESOLVED – That:

- i. the Parish Council co-opt Melisa Arnold as Councillor for Stowey Sutton Parish Council.
- ii. the application from Lisa Wilkes was proposed, but not supported by the Parish Council.

74/17-18 Cricket Club Proposal

A letter from the Cricket Club setting out their proposal had previously been circulated to councillors. An informal meeting with three representatives from the Bishop Sutton Cricket Club was held on 1<sup>st</sup> August 2017 to discuss the requirements of the Cricket Club who urgently wish to begin work on a new cricket square for 2018.

RESOLVED - That:

- i. the Clerk will write to the Cricket Club enclosing a plan indicating the area agreed in July for development, the Cricket Club will mark it to indicate the best location, minimum size needed for a wicket and surface.
- ii. the Clerk will prepare an agreement detailing the area, work permitted and any restrictions on activities, which will be circulated electronically for Councillors to approve in principle.
- iii. Once approved in principle it will be sent to the Cricket Club. The agreement approved by the Parish Council and Cricket Club will then be formally considered at the next scheduled Parish Council meeting and if adopted, signed, enabling work to begin.
- iv. No work to be undertaken by the Cricket Club at Bishop Sutton Recreation Ground until a signed agreement is in place.

75/17-18 Speed Limit Boundary

The Parish Council considered a proposal to request that B&NES Highways extend the existing 30mph speed limit in view of the extension to the housing boundary.

RESOLVED – That:

Stowey Sutton Parish Council request B&NES Highways Department consider extending the 30mph speed limit from its existing position approximately 46m from the entrance to Summerleaze, to a new location on the far side of the tennis club, approximately 280m from the entrance to Summerleaze.

76/17-18 Electoral Review of Bath and North-East Somerset warding arrangements

RESOLVED – That:

Stowey Sutton Parish Council wish to ensure that the current Parish and Ward boundaries and number of Parish Councillors maintain the status quo as in 2017.

77/17-18 Community Engagement Working Party updates

Updates were received from the Community Engagement Working Party on the Community Library Consultation and Play Provision Project. The Community Library consultation is open until 1<sup>st</sup> September 2017. Residents can find out more on the Parish Council website:  
<http://stowey Sutton pc.org/>

A meeting will take place to progress the Play Provision Project with B&NES on Monday 7<sup>th</sup> August and the Clerk is investigating the process to submit an invitation to tender to Play Equipment companies on the Government's Contracts Finder system.

78/17-18 District Councillor's Report

The District Councillor Vic Pritchard reported on Cabinet changes within B&NES Council and increased pressure to find further savings due to revenue reversion following a decision by the Council not to proceed with the East of Bath Park and Ride.

79/17-18 Hedgerows, roads, pavements, ditches and drains

The Parish Council noted that B&NES have attended Bonhill Road to clear the culvert and drains but reported that there was further detritus following heavy rain. The Clerk raised that B&NES Highways had requested that further issues be reported directly at the time so that action can be taken. A Cllr raised concerns about a dangerous large open grate at the bottom of Church Lane.

Residents are reminded to report potholes, overgrown hedges, dogs mess, litter, street lights, damaged pavements, damaged street furniture, blocked drains, fly tipping and even illegal parking. Issues can be reported online at [www.fixmystreet.com](http://www.fixmystreet.com). Residents and Cllrs were reminded to copy details to the Clerk so that issues can be monitored.

The Clerk and Chairman met with Simon Morrissey of B&NES Highways to consider the requirement for additional local restrictions and temporary signs during the A368 closure in October. B&NES Council have agreed for additional temporary signage. The additional signs will highlight the unsuitability of local roads for HGV drivers, who may be misled by their sat navs, the signs will be positioned at Church Road, Sutton Hill Road, Stowey crossroads and the A37 at Clutton.

A Cherry tree at the millennium Garden was reported to be dead.

RESOLVED – That:

- i. the Clerk will escalate the issue of large open grate at the bottom of Church Lane as this has been reported previously to B&NES Council.
- ii. a quote be obtained for a replacement cherry tree through New Leaf Garden Maintenance.

80/17-18 Footpaths

The Parish Council noted the completion of the improvements to the footpath at Summerleaze.

81/17-18 Parish Council Polices

RESOLVED – That the Parish Council approve the:

- i. Complaints procedure and the Clerk will provide a summary of complaints resolved informally at 6 months.
- ii. Publication Scheme
- iii. Parish Developer & Large Proposal Pre-Application Consultation Policy (updated, with one revision).

82/17-18 Finances

RESOLVED – That:

- i. the Parish Council open an online bank account with Unity Trust Bank at a cost of £6 a month. The Clerk and Cllr Kingston will progress the switching of accounts.
- ii. the quarterly bank reconciliation was accepted.
- iii. the Financial Statement was noted and the following cheques were authorised for signature:

<b>August 2017 PCM</b>	<b>Gross £</b>
Clerk Wages	£411.42
Cleaner Wages	£168.11
HMRC (Tax on salaries)	£22.60
New Leaf - Village Hall and Millenium Gdn	150.00
Chew Valley 10k Grant to cover cost of pedestrian barriers	570.00
Oak Accountancy (payroll)	38.40
Stowey House Farm - Cleaning Fluid	17.30
Stowey House Farm - Wheelbarrow for the Cleaner	48.00
Filers Coaches (June 17)	100.00
Primrose Garden Maintenance Ltd - Grass cutting	£130.00
<b>Total payments approved</b>	<b>£1,655.83</b>

The details of the current financial situation were reported. A transfer of £1,500 was approved from the Reserve Account to the Current Account. After transfer of monies from the Reserve Account to the Current Account and payment of authorised cheques:

Current Account: £1,8515.84

Reserve Account: £34,086.30

83/17-18 Meeting and Training updates

- i. The minutes of the PCAA (Parish Councils Airport Association) AGM and ordinary meeting held on 22<sup>nd</sup> June 2017 were noted.
- ii. The Parish Council were asked to consider the request that Parish Councils support the PCAA's proposed strategy regarding Bristol Airport's stated wish to expand to 15 – 20 mppa (million passengers per annum) by 2036.
- iii. A Cllr provided an update following the Chew Valley Forum.

RESOLVED

That the Parish Council will write to the PCAA and support that proposed strategy.

84/17-18 Date of the next meeting

The next scheduled meeting of the Parish Council is on **Wednesday 6<sup>th</sup> September 2017 at 7.30pm at The Link, Bishop Sutton.**

The meeting was concluded at 21:46 hours.

# STOWEY SUTTON PARISH COUNCIL

Clerk: Mrs J Howell, Tel. 07902 906993 Email: [clerk@stoweysuttonpc.org](mailto:clerk@stoweysuttonpc.org) Website: [www.stoweysuttonpc.org](http://www.stoweysuttonpc.org)  
Address: Stowey Sutton Parish Council, PO Box 1223, Bristol, BS48 9BS

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Development Management

6<sup>th</sup> August 2017

Bath and North-East Somerset Council

By Email.

**Regarding:** 17/02860/FUL

**Application Location:** Westway Farm, Wick Road, Bishop Sutton.

**Proposal:** Erection of B1 rural offices with A3 wi-fi cafe, associated external works and tree planting.

Dear Sirs,

Stowey Sutton Parish Council considered the above application at the Parish Council Meeting which took place on Wednesday 2<sup>nd</sup> August 2017. This application is for full planning permission for the erection of a new single storey building to provide small office units, together with an ancillary "WiFi Café".

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

#### Business and Employment Policy SSBE002 Business Type

*The Neighbourhood Plan will encourage and support new retail, catering, small office and business units or the expansion of existing businesses, providing they can be shown to be viable, sustainable, benefit the local economy and the wellbeing of the parish. They should be sensitive to the local setting and not have a detrimental impact on the surrounding environment. Such development should meet the needs of existing and future local businesses.*

This application will provide additional small office and business units, together with a small "WiFi Café", which will provide small scale employment and therefore fully meets the aims of this policy.

#### Business and Employment Policy SSBE03 Employee Parking

*The Neighbourhood Plan recognises the importance that new businesses provide adequate parking for both staff and customers.*

The design statement and drawings show that this application fully meets the aims of this policy

#### Business and Employment Action Policy SSBE05 Broadband

*The Neighbourhood Plan strongly supports the need for faster Broadband speed, through development of fibre optic networks, to slow the movement out of the Parish of existing small businesses and to encourage new business to relocate or set up within the Parish.*

The community supports developments to improve broadband speed across the parish through community investment.

The provision of a "WiFi Café", open both to users of the proposed business units as well as local residents will give access to high speed broadband to people who do not have access to such a facility in their home and therefore this application fully meets the aims of this policy.

## Other Considerations

The design and access statement together with the supplied drawings indicate that the proposed development will be well shielded from view, both in the immediate vicinity and from elevated areas overlooking the site, the design and choice of materials should blend well with neighbouring buildings, having a minimal impact on the AONB or views to the green belt.

The application is fully compliant with the aims of SSBE01, SSBE03, SSBE05 and does not conflict with any other policy in the Stowey Sutton Neighbourhood Plan.

Stowey Sutton Parish Council support this application.

Yours Faithfully,

Mrs Jenny Howell  
Clerk to the Council

# STOWEY SUTTON PARISH COUNCIL

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Development Management

6<sup>th</sup> August 2017

Bath and North-East Somerset Council

By Email.

**Regarding:** 17/01983/FUL

**Application Location:** Arundel, Church Lane, Bishop Sutton, BS39 5UP.

**Proposal:** Proposed extensions and internal reconfiguration works to existing dwelling.

Dear Sirs,

Stowey Sutton Parish Council considered the above application at the Parish Council Meeting which took place on Wednesday 2<sup>nd</sup> August 2017. This application is for full planning permission to extend a residential property, although this application was considered at the June 2017 meeting where it was not supported, B&NES planning department have permitted a significantly amended design proposal to be submitted and have extended the consultation window to permit comments to be accepted on the current proposal.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

#### Housing and Development Policy SSHP02 Development Scale

*The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).*

As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, the design of the proposed upper storey has been altered to include a single gabled dormer window and a single rooflight to the front of the property, with no dormer or rooflights to the rear, which is broadly in keeping with the design of the neighbouring properties in Church Lane, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan. On balance the Parish Council believe that the application now complies with SSHP02.

#### Housing and Development Policy SSHP03 Development Character

*The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.*

As the application revised design drawing specifically references the use of materials that match the existing fabric the application meets the requirements of this policy in keeping with the existing streetscape, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

The revised design & the use of similar materials to the existing building in keeping with the existing streetscape, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan, therefore the Parish Council consider that the application now meets the requirement of SSHP03.



Housing and Development Policy SSHP04 Property Size

*In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses.*

The application is to extend a three bedroom property without increasing the number of bedrooms, therefore SSHP04 does not directly apply, however as the submitted plans include a large room identified on the drawing as "Attic Store", which by nature of its size and location mirroring the proposed bedroom 2 suggest that it could be easily converted to an additional bedroom, the Parish Council only support the application with a planning condition that prevents the future change of use of the "Attic Store" area to part of the domestic space either by future planning application or permitted development right.

Conclusions

Stowey Sutton Parish Council believe that the revised drawing submitted on the 17 July 2017 with the drawing reference 1019\_100f largely addresses the policy issues raised in the objection to the previously submitted plans and on the condition that a planning condition prohibiting the future use of the area identified on the plan as "Attic Store" as living space.

With the removal of permitted development rights for the property, so that further changes will require a full planning application, Stowey Sutton Parish Council now support the application.

Yours Faithfully,

Mrs Jenny Howell  
Clerk to the Council

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Development Management

6<sup>th</sup> August 2017

Bath and North-East Somerset Council

By Email.

**Regarding:** 17/03505/FUL

**Application Location:** Fairhaven and Kimberley, The Street, Bishop Sutton, BS39 5UU.

**Proposal:** This application is for full planning permission to demolition of two properties, Fairhaven and Kimberley on The Street in Bishop Sutton and replacement with eight two-bedroom semi-detached cottage style properties.

Dear Sirs,

Stowey Sutton Parish Council considered the above application at the Parish Council Meeting which took place on Wednesday 2<sup>nd</sup> August 2017. This application is for full planning permission to demolition of two properties, Fairhaven and Kimberley on The Street in Bishop Sutton and replacement with eight two-bedroom semi-detached cottage style properties.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

The Sutton Stowey Neighbourhood Plan supports the principle of this proposal.

#### Housing and Development Policy SSHP01 Housing Boundary

*The housing development boundary (HDB) for Bishop Sutton should be re-defined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.*

The application site is within the housing development boundary and so meets the requirements of this policy.

#### Housing and Development Policy SSHP02 Development Scale

*The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).*

The proposal is to provide a small-scale infill site following the demolition of two existing dwellings, with properties of an individual character. It is within the established housing development boundary and has no impact on the Green Belt or on the AONB, as an infill site it is surrounded on three sides by developed sites or roads and meets the requirements of this policy.

#### Housing and Development Policy SSHP03 Development Character

*The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.*

The proposal demonstrates that it responds to the character, varied materials and designs as identified in the Character Assessment. It is an infill site as it is surrounded on three sides by developed sites or roads.

#### Housing and Development Policy SSHP04 Property Size

*In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses.*

The proposal is to provide only two-bedroom houses to accommodate local requirements for first time buyers and those seeking to downsize locally. The proposal meets the requirements of this policy.

#### Housing and Development Policy SSHP05 Sustainability Impact

*All planning applications must address the sustainability of each proposal and the impact on the whole community, in order to assess the mitigation necessary to balance the impact on the existing infrastructure and community.*

The applications supporting documentation provide extensive information to show that this development will not have a detrimental effect on the existing infrastructure or neighbouring properties and so meets the requirements of this policy.

#### Housing and Development Policy SSHP06 Lighting

*Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is a characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.*

The application shows that no additional street lighting is proposed and so meets the requirements of this policy.

We also consider the neighbourhood plans policies in other areas that also apply to this application;

#### Road and Transport Action Policy SSRT03 Footpaths

The Neighbourhood Plan supports improvements to existing footpaths and the provision of safer and more extensive footpaths throughout the village and parish, including pedestrian friendly access to:

- The Herriotts Mill area which contains a farm shop, restaurant, and children's leisure area.
- Bishop Sutton village, site of a Church and an extensive retail outlet.
- Chew Valley Lake area, providing extensive leisure facilities, a tea room and a farmers market. This will be promoted through the use of funding from CIL and grants where available.
- Extend and upgrade the footpath along the A368 linking the villages of Stowey and Bishop Sutton

The location of the proposal site makes it likely that pedestrian traffic will increase, with journeys on foot being made from the eight new dwellings to the village facilities such as the pub, shop, hairdressers and village school.

Whilst the application makes specific reference to the provision of a new pedestrian path adjacent to the road for much of the frontage of the site, this does not link to the existing footpath through the millennium garden and therefore simply provides a safe refuge for pedestrians waiting to cross to the northern pavement in front of "The Link", unfortunately this footpath is too narrow for two people to walk side by side or for many pushchairs to use safely.

We should therefore consider asking for funds to be requested from the developer to improve the footpath in this area to ensure a safe route is available to all residents.

#### Road and Transport Action Policy SSRT04 Safe Road Crossing

The Neighbourhood Plan supports provision of safe road crossing facilities at relevant points throughout the village and parish. This is essential given the likely increase in both vehicular and pedestrian traffic arising from the newer housing developments.

Sites with a high footfall together with busy junctions like the junction of the A368 and Sutton Hill road, the junction of A368 and Bonhill Road and popular crossing points such as the area around the School entrance(s), as well as social and meeting places like the Bishop Sutton Village and Methodist halls, should be considered for the provision of safe pedestrian crossings. To be promoted using funding from CIL and grants where available.

The location of the proposal site makes it likely that pedestrian traffic will increase, with journeys on foot being made from the eight new dwellings to the village facilities such as the pub, shop, hairdressers, and village school.

We should therefore consider asking for funds to be requested from the developer to improve road crossing facilities in this area to ensure a safe route is available to all residents.

#### Community and Recreational Action Policy SSCR01 Recreation Ground

The Neighbourhood Plan will promote greater use of the recreation ground and play areas within the parish, improving facilities to meet the needs of users of all age groups, including access to toilet facilities at the recreation ground when the village hall is closed. To be promoted using funding from CIL and grants where available.

As the application makes specific reference to some of the houses being aimed at younger families and first-time buyers we should consider asking for funds to be requested from the developer to support the ongoing project to improve play facilities at the Bishop Sutton recreation ground.

#### In Conclusion

As the proposal meets the requirements of each of the housing policies in the Stowey Sutton Neighbourhood plan and with additional planning conditions to require the developer meets the following conditions;

- The existing hedges bordering the houses in The Batch be retained.
- All upper storey glazing on windows with views directly towards The Batch must use obscured glass.
- Ensure that sufficient permeable surfaces are used to ensure effective SUDS drainage prevents surface water does not reach the highway (there is a conflict between the written description and drawings on the total area of permeable surface in the supporting documentation submitted by the applicant).

The increased foot traffic that the development is likely to generate means that whilst supporting the application funds should be requested through CIL or 106 agreement to permit the Parish Council to;

- Make improvements to the pavement on the northern side of Wick Road, opposite the application site where it narrows adjacent to "The Link".
- Improve pedestrian road crossing facilities close to the site on the A368 (Wick Road).
- Contribute to improvements the play facilities at the Bishop Sutton Recreation Ground.

Stowey Sutton Parish Council support this application.

Yours Faithfully,

Mrs Jenny Howell  
Clerk to the Council