

Agenda item: LD 81/22 a)

WOUGHTON COMMUNITY COUNCIL

Planning, Licencing & Development Committee

Tuesday 19th April 2022

PURPOSE OF REPORT: To consider **Application no: 22/00545/FUL**.

Proposal: Two storey front and side extension comprising of office space & workshop (revised proposal following the approval of application ref. 21/01807/FUL).

At: Hoban Ltd, Chesney Wold, Bleak Hall, Milton Keynes, MK6 1NE.

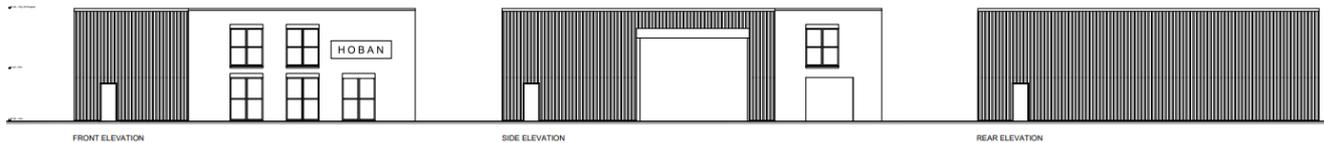
RECOMMENDATION:

1. That the committee notes this report and associated documents.
2. That the committee offers any views on this application, considering the rules around 'material considerations' only.
3. That if the committee considers there are any valid objections, that these are provided and passed to the planning authority by the Council Manager before 3rd May 2022.

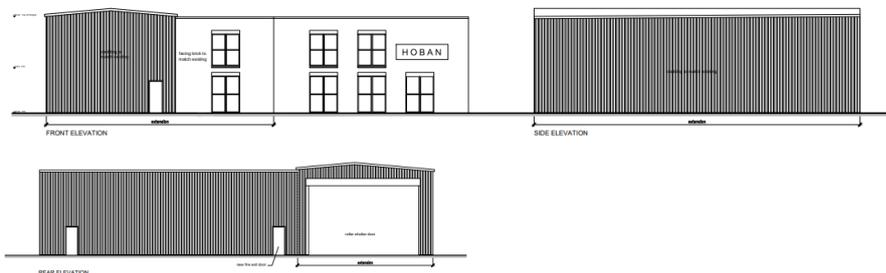
MAIN ISSUES AND CONSIDERATIONS:

This appears a fairly straightforward application for an extension on a business premises on Bleak Hall. The site is currently used for servicing HGVs and associated works – this would provide some additional space, as detailed in the pictures below.

Existing elevations



Proposed elevations



This is an application that sits on industrial land, has little if any impact on residents and doesn't appear to have anything that would be objectionable.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

All papers on MKC Portal at <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=R87XCDKWLYF00>

AUTHOR

Steve McNay – Council Manager

Agenda item: LD 81/22 b)

WOUGHTON COMMUNITY COUNCIL

Planning, Licencing & Development Committee

Tuesday 19th April 2022

PURPOSE OF REPORT: To consider **Application no:** 22/00670/FUL.

Proposal: First floor extension and loft conversion to existing annexe including the raising of roof height by 1.22 metres to match the main house and re-pitch annex roof to create vaulted ceiling with gable-end roof, balcony and roof lights.

At: 1, Holmfield Close, Tinkers Bridge, Milton Keynes, MK6 3AB.

RECOMMENDATION:

- 1. That the committee notes this report and associated documents**
- 2. That the committee offers any views on this application, considering the rules around 'material considerations' only.**
- 3. That if the committee considers there are any valid objections, that these are provided and passed to the planning authority by the Council Manager before 26th April 2022**

MAIN ISSUES AND CONSIDERATIONS:

This is a residential application for a house on Tinkers Bridge for extending an annexe, including making all roof heights equal and installing a balcony and roof lights.

The application form includes the following information from the applicant:

The proposal: Loft conversion on annexe. Construction of a first floor above an existing annexe on-site which would involve raising the roof height by 1220mm, to match the main house, and re-pitching the roof to create a vaulted ceiling and gable end roof. There would also be the addition of a balcony on one end of the conversion as well as roof lights to be installed, approximately 6 altogether. There would be a French door opening onto the proposed balcony and a screen to respect the neighbours privacy. The annexe will remain a 1 bed, the ground floor will be open planned with the bedroom on the 1st floor. The additional floor would be timber clad only, leaving the ground floor with its existing external material of brick and the new roof would be of reclaimed slate, likely what the existing roof of the annexe was made of. I can confirm that shared spaces such as the garden are not separated by any boundary treatments or demarcations for example. Any occupier of the annexe should still maintain interactions with the main dwelling in order to satisfy the principles of ancillary accommodation. Currently the applicants son lives in the annexe, future use of the annexe is for the applicant and the son to swap living accommodation, when the main house gets too big for the applicant. we have allowed space in the joists for a lift to be easily installed as and when it is needed.

This information suggests that this space is already there, and that this application simply builds upon existing space, going upwards and providing an additional level

within the annexe. It is also noteworthy that the pre-application advice offered included:

It is important to highlight that if permitted, the extended annexe could not be sublet, subdivided or sold as a separate residential unit.

The plans that have been submitted are hand drawn and it is hard to fully assess the visual impact of the changes or indeed, the direction of the proposed new extended roof, doors, balcony or otherwise. Given this, the Council Manager visited the site and it would appear that the proposal is to raise the roof and provide a balcony facing the canal – this would not impact anyone as neighbours are sideways and there is nobody (other than canal users) to overlook. See pictures below. This is reflected in the application documents, specifically the one titled ‘Loft conversion – East elevation’.





This application is to convert the loft, raise the roof level of the existing annexe and create a balcony that overlooks the canal. The property is self-contained, within it's own grounds.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

All papers on the MKC Portal at <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=R8XMGFKWMBS00>

AUTHOR

Steve McNay – Council Manager

Looking through the remainder of the documents on the planning portal, the design and access statement covers the majority, so this is included in the papers. Committee members may wish to look through the remainder of the papers – they are all available online.

The papers include all relevant assessments, design statements, explanations and so on. The centre will provide a range of services to support a better patient service and linkage to the cancer centre (recently completed) makes sense.



As with most applications from the hospital, parking concerns are likely. This application includes the loss of surface parking, mitigated by the multi-storey that was built recently directly behind the proposed site.

As can be seen from the image above, the site includes landscaping and green space – it is not entirely covered by the new building. The additional documents provide an overview of the internal design too – it is not considered relevant to this committee oversight.

Externally, the design is in keeping with other recent developments on the hospital campus – wooden cladding in places, with clean lines. The design for this development links explicitly to the cancer centre:



This appears a well-considered application that is in line with the overall 'master plan' for the hospital site.

There are further documents that detail this development that include papers relating to:

- Biodiversity and ecology
- Travel plans, traffic management, transport
- Site locations, plans, elevations, etc.
- Community Involvement statement
- Drainage and flooding
- Health and Safety
- Landscaping

It is a full and comprehensive application.

The only issue that appears to be of concern is that of parking and that is predominantly as a result of the ongoing situation on estates surrounding the hospital. The benefits of this development are considerable and whilst still a cause for concern, the parking situation at the hospital has, of late, been better. The reintroduction of parking charges may have a negative impact and this will need to be monitored, but this sits outside this application.

In the view of the Council Manager, there are no 'material considerations' that mean this application is unsuitable.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

All papers are on the MKC Portal at:

<https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=R9NGX4KWMPU00>

AUTHOR

Steve McNay – Council Manager

Agenda item: LD 81/22 d)

WOUGHTON COMMUNITY COUNCIL

Planning, Licencing & Development Committee

Tuesday 19th April 2022

PURPOSE OF REPORT:

To consider a pre application consultation on upgraded communications station on Bleak Hall.

RECOMMENDATION:

1. That the committee notes this report and associated documents
2. That the committee offers any views on this application, considering the rules around 'material considerations' only.
3. That if the committee considers there are any valid objections, that these are provided and passed to the planning authority by the Council Manager before

MAIN ISSUES AND CONSIDERATIONS:

As part of the upgrades for many communication base stations, this is a further consultation prior to the formal application. As such, this is not something that WCC can 'object' to but can offer feedback to the applicant.

The site is on Chesney Wold, on Bleak Hall in an industrial setting. There is already a station there and this is an 'upgrade' to enable 2, 3 and 4G improvements, alongside implementation of 5G.

The site serves at least two companies (Vodafone and Telefonica) as a shared resource.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

On Sharepoint at:

https://woughtoncc.sharepoint.com/:f:/s/Data/ElaYASdruTIJhptOOKwbxG8Bg6D36PFDAX_yPzu27nxNw?e=gR4B0W

AUTHOR

Steve McNay – Council Manager

Existing Hours

Hours Applied For

Monday to Sunday 15:00 to 18:00

Monday to Sunday 14:00 to 21:00

If you have any observations to make then would you please advise in writing by the **03/05/22**

Mk Ices - DG10 HCV

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 14:00 to 21:00

If you have any observations to make then would you please advise in writing by the 03/05/22

The following application was made after the papers from the previous meeting and the date for responses is passed, but for information:

Pecorella Whip, FJ64 CCK, Ref 143302

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 15:00 to 21:00

All street trading applications are subject to Boroughwide consents, which allow for no more than 20 minutes trading in any 100 metre part of any one Consent Street on any one day.

Please note that Street Trading is prohibited within 250 metres of any school's entrances and/or exits, during main school hours and 30 minutes following a school's normal closing time. Main school hours means the normal opening times for any particular school, whilst the students are being educated including lunch breaks but does not include times when the premises are open for after school activities. The prohibition applies to all school types such as; Infant, Junior, Primary, Secondary, Academy, Special, College and applies to static street traders (i.e. kebab vans) and Boroughwide street traders (i.e. ice cream vans). The effective date of the prohibition is from the 26th April 2019.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

WOUGHTON COMMUNITY COUNCIL

Planning, Licencing & Development Committee

Tuesday 19th April 2022

PURPOSE OF REPORT:

To update the committee on the 'wheelie bin' rollout planned by MK Council for April 2023.

RECOMMENDATION:

1. That the committee notes this report and associated documents.
2. That as and when further actions / information is available, further papers / discussion takes place to work towards a successful roll out of the new waste collection scheme.

MAIN ISSUES AND CONSIDERATIONS:

A decision has been made at MK Council to implement significant changes to the waste collection service across the borough. This is likely to have an impact on residents of Woughton, with some areas needing a more tailored approach.

Currently, waste is collected weekly, using black sacks, recycling sacks, blue boxes for glass and green bins / caddies for food and garden waste (four different containers), plus batteries in a separate bag.

The proposal from April 2023 is that wheelie bins replace bags, offering several different bins for different types of waste. This follows a pilot scheme that has been running in various parts of the city (notably, no areas within Woughton) which was considered successful. During the pilot, the following was used as the frequency / bin type:

Waste Collection



As can be seen, it remains as four different receptacles, but frequency of collection reduces on *some* (the non-smelly bits).

It is acknowledged that having four large wheelie bins will not be suitable for all areas and, within Woughton, there are some places where this would not work:

- blocks of flats / small houses where each property having this level of bin would mean pavement chaos.
- properties where there is no suitable storage space for bins.
- properties where the distance from the house to a 'kerbside' is too far / too difficult (e.g. up stairs).

The full list of potential exclusions is:

CRITERIA CODE	DESCRIPTION
MK-A	No rear, side access or front area
MK-B	No point of collection
MK-C	Impractical to pull wheeled bins out
MK-D	Inadequate space to store a wheeled bin
MK-E	Dangerous to move bin from storage to presentation point
MK-F	Bin would have to be wheeled down steps / steep incline
MK-G	No suitable presentation point at property boundary
MK-H	Collection crew would have to wheel bin more than 50m (e.g. via a service alley)
MK-I	No access to property boundary for collection vehicle
MK-J	Collection crew can't collect bin from property boundary and return the bin safely
MK-K	Communal property with insufficient space for required bins
MK-L	Bins would be kept outside windows at all times
MK-N	Bins would present a security risk due to storage location

The report (prepared by Keep Britain Tidy and available on Sharepoint or via the link below) suggests that there are fewer than 6,000 of the 106,000 properties within the city that are unsuitable, primarily due to storage or access issues (around 6%). However, there are also concerns based upon local knowledge that may impact. To this end, MKC and WCC Members and Officers visited various areas within the parish to help identify these challenges. This has led to an action list for different departments to deal with:

- Updates on capital investment / renewal / regeneration prior to any significant work on infrastructure in key areas.
- Sheltered accommodation and agreement that assisted collections will be needed for more people if 240 litre bins are used.
- Some properties on parish are unsuitable – what options are there for these (e.g. flats on The Hide, Harrier Court, etc.)

The wheelie bins are coming and this piece of work to identify and engage with each household will continue until April 2023 where implementation happens. This will include publicity, use of our communications channels, support where appropriate to enable residents to have alternative options (including assisted collections) and so on. Whilst it would appear that most MK residents are in favour of wheelie bins, there will be some who aren't and managing this will almost certainly also form part of our work.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

<https://www.milton-keynes.gov.uk/waste-recycling/recycling-pilot> - downloadable documents on the left hand side of the page.

AUTHOR

Steve McNay – Council Manager

Agenda item: LD 84/22

WOUGHTON COMMUNITY COUNCIL

Planning, Licencing & Development Committee

Tuesday 19th April 2022

PURPOSE OF REPORT:

To review the Planning, Licensing and Development Committee, with consideration for any standing agenda items and a threshold for the inclusion of applications.

RECOMMENDATION:

1. That the committee agrees to a review of the Committee, having now been sitting for 24 months.
2. That the committee agrees to standing agenda items, ensuring essential elements are covered.
3. That the agenda will continue to cover the elements defined in the Terms of Reference, but that this review may also include changes to the Terms.
4. Any changes or decisions reached will be provided to the Annual Meeting and initial PLaD of the next council year for formal ratification.

MAIN ISSUES AND CONSIDERATIONS:

The Planning, Licensing and Development Committee (PLaD) was created in May 2020 and has now been operating for just under two years. As this committee was new to WCC, it is important that this committee is reviewed, ensuring that it is meeting the expected aims, bringing value to the parish (to councillors, residents and applicants) and any adjustments made prior to the new council year starting.

Feedback from committee members suggests that some of the meetings have felt relatively pointless – a review of licensing applications which are standard, some planning for residential improvements which would be covered by the principal authority and feedback on prior applications – all things that would happen without the involvement on the PLaD Committee.

This leads to come questions for the committee to consider:

Should there be a threshold for inclusion on the agenda for planning applications?
Should the committee consider every application, or focus purely on larger scale or potentially controversial applications? Is there a value in the committee assessing whether a residential home improvement should happen, or is this better left to the planning authorities? Does the committee risk reputational impact by involving the council in these decisions?

Is there a value in reporting the licensing applications?

The Council Manager prepares papers on Licensing applications and, as with planning applications, many are simply a 'rubber stamping' exercise for ice cream

vans, mobile coffee sellers and similar. Does the committee wish to continue to receive these papers each month, or should they be restricted to those that relate to fixed points, those that have been raised as issues previously or those that are potentially controversial?

Would a 'standing agenda' be helpful?

As noted above, much of the committee work to this point has been something of a 'rubber stamping' process. There are currently and future issues that may benefit from a regular discussion and decision-making process within the committee and having as standing items would help ensure this. These issues could include:

- *Neighbourhood Plan (NP)*. There is a need to review the NP as it is now approaching 5 years old. Whilst it is possible that there won't be a need for a full referendum, an update on the plan, looking at priorities and the possibility of estate renewal, provision of open spaces and protected areas and a revisiting of anything that has arisen since the plan was 'made' would all be of benefit. This might be best done with a review of key policies or policy areas – there are 20 policies within the plan, spread over 7 key areas (including one specifically about estate renewal). Reviewing these on a rolling basis (one key area per meeting, with some of the bigger ones possibly split into policy areas) would ensure that all are reviewed over the coming year, in preparation for a refreshed plan being created.
- *Estate renewal*. Whilst this forms a key area in the NP, there is greater urgency in addressing and providing focus in this area. There is an agenda item within this meeting that starts this process, and it is recommended that this also sits as a regular item within the agenda.
- *City-wide policy and consultations*. These are agenda items when they come in, but there is limited feedback or involvement from the committee on many of them. This may be due to irrelevance for the parish (e.g. creation of new neighbourhoods in expansion areas), a feeling that the policy doesn't relate to the parish as more focused on other areas (e.g. cycling and walking infrastructure, which focused on increasing access to older parts of the borough) or because the policies are wordy, hard to read and boring, with restrictive and limiting feedback mechanisms. Despite these challenges, the Council Manager recommends that this is a standing item, even if feedback remains limited – it is important that members are able to offer feedback, even if limited.

Other items would remain in place – planning and licensing applications, feedback on previous decisions, etc. if these are still wanted by the committee. It may be that a paper that offers these updates as an 'information only' slot on the agenda is sufficient.

The Terms of Reference (attached) are also due to be reviewed. There are some typo issues that need to be resolved, but the overall objectives appear to be sound, if limited.

Items 6 and 7 are key to the above decisions – what does the committee consider 'relevant' applications?

And is there a need for an additional point that covers everything else – ‘The committee shall consider all policies, consultations or issues relating to planning, licencing or development within the parish, wider city or nationally that will impact upon Woughton’.

There may be other considerations that committee members wish to discuss as part of this review and any changes will form part of the agreements for the forthcoming council year, agreed at the Annual Meeting.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Agenda item: LD 84/22



Woughton Community Council

Planning Licencing and Development Committee

Terms of Reference and Delegated Powers

1. The Committee is a committee of the Full Council and shall operate within the terms of reference set by Woughton Community Council.
2. The Committee shall also be known by its shorter title of 'Planning Committee'
3. The quorum shall consist of 3 (three) members.
4. The Committee may co-opt any person who is not a member or officer of Woughton Community Council and shall have no voting rights. Each appointment will be reviewed at the annual meeting of Council in May.
5. That every member should attend any training session(s) that have been arranged that relates to the functions and or duties of the committee, up to six (6) months after appointment. *This shall include attendance at a relevant planning training session as a minimum.*
6. The committee shall oversee all relevant planning applications, providing a response to the principle authority in line with legislation.
7. The committee shall also oversee all relevant licencing applications, providing a response to the principle authority in line with legislation.
8. The committee shall be responsible for the creation and review of a Regeneration and or Estate Renewal Policy that determines the council's response to any proposals for regeneration and or Estate Renewal of each grid square/residential communities.
9. The committee shall provide oversight of the Neighbourhood Plan, reviewing where appropriate, and coordinating and bringing proposals to Council where appropriate.
10. Working within the Financial Regulations of the Council, the Committee shall have powers to:
 - a. Approve and determine expenditure within budgets controlled by the committee.

Last review date:	May 2021
Next review date:	May 2022
Lead:	Council Manager
Overseeing Committee:	Full Council
Approved:	
Review cycle:	Annually