

# Planning Committee

**Wednesday 17 November 2010 7.30pm**

**Council Chamber  
Runnymede Civic Centre, Addlestone**

## Members of the Committee

Councillors G B Woodger (Chairman), D W Parr (Vice Chairman), J R Ashmore, Mrs F J Barden, J Broadhead, D A Cotty, J.M. Edwards, J R Furey, Mrs E Gill, Mrs G M Kingerley, C Knight, M T Kusneraitis, Mrs Y P Lay, H W V Meares, and J J Wilson

## AGENDA

### Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr B A Fleckney, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425620). (Email: [bernard.fleckney@runnymede.gov.uk](mailto:bernard.fleckney@runnymede.gov.uk)).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- 4) Public speaking on planning applications only is allowed at the Planning Committee. For details please contact the Administrative Section of the Technical Services Department. **(Tel Direct Line: 01932 425153)** or view the guidance on the Committee web page.
- 5) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

**'see overleaf'**

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## বাঙলা

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## اردو

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## **LIST OF MATTERS FOR CONSIDERATION**

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### **PART II**

#### **Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection**

- a) Exempt Information  
(No reports to be considered under this heading)
- b) Confidential Information  
(No reports to be considered under this heading)

## GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
Brownfield land	'Previously Developed Land'. Land which is or was occupied by a permanent (non-agricultural) structure, including the curtilage of the development (therefore includes gardens)
BVPI's	Best Value Performance Indicators. Specified by central government to measure performance on a wide range of Council services
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvement
CIR	Government Circular – document setting out policy which has legal connotations
CLEUD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CLOPUD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development requires planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
CPA	Comprehensive Performance Assessment. An external process to assess the quality of individual Council's Performance (set out in the Local Government White Paper 2001). It brings together evidence from a range of internal and external sources, in addition to an on site inspection, in order to arrive at an overall category
DC	Development Control – the area of planning service that processes planning applications, planning appeals and enforcement work
Design Statement	A design statement is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Structure Plan, Local Plan, Minerals and Waste Plans. Will shortly be replaced by the South East Plan, the Local Development Framework and the Minerals and Waste Frameworks
DTS	Director of Technical Services
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
ES	Environmental Assessment under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
GPD0	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD')
GOSE	The Government Office for the South East. This is the local office of the Deputy Prime Minister for the South East region of England
HGV	Heavy Goods Vehicle
LBC	Listed Building Consent
LDD	Local Development Documents – component parts of the LDF
LDF	Local Development Framework. The policy document that will guide development in the Borough up to 2026
LDS	Local Development Scheme - sets out the programme and timetable for preparing LDDs

<b>TERM</b>	<b>EXPLANATION</b>
Listed building	An individual building or group of buildings which require a level of protection due to its architectural interest, historical interest, historical associations or group value
LNR	Local Nature Reserve
Local Plan	The current planning policy document that will be replaced by the LDF
LPA	Local Planning Authority
LSP	Local Strategic Partnership – Leads on the Community Strategy
Material Considerations	Matters which are relevant in determining planning applications
Net Density	As defined in PPG3: Housing. The density of a housing development excluding major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips
PCN	Planning Contravention Notice. Formal notice which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PDG	Planning Delivery Grant. An annual grant from central government which reflects the previous year's performance in delivering planning services
P & I	Policy and Implementation – the area of planning service that produces the Local Development Framework, monitors development and supports the Runnymede Business Partnership and Travel Initiative
PINS	Planning Inspectorate
POS	Public Open Space
PPG	Planning Policy Guidance. This is guidance issued by the Secretary of State detailing National Planning Policy within existing legislation
PPS	Planning Policy Statements. The replacement title for PPG
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community's Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SANGS	Suitable Alternative Natural Greenspaces
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the LDF
SEA/SA	Strategic Environmental Assessment/Sustainability Appraisal – formal appraisal of the Local development Framework
SEEDA	South East England Development Agency
SEERA	South East England Regional Assembly – based in Guildford. Responsible for producing South East Plan
Sec. 106	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
South East Plan	Regional Planning Document produced in draft form by SEERA. Will provide regional planning guidance and housing targets for individual Councils for the period up to 2026
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community's Directive on the Conservation of Wild Birds 1979
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest
Structure Plan	Strategic guidance for the whole county produced by Surrey County Council. Will eventually be replaced by the South East Plan

TERM	EXPLANATION
SUDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs"
TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TPO	Tree Preservation Order – where a tree or trees are formally protected and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Use Classes Order	Document which lists classes of use and permits certain changes between uses without the need for planning permission

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign the Minutes of the meeting of the Committee held on 27 October 2010 as a correct record (Appendix 'A' to follow).

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

If Members have an interest in an agenda item please record the interest on the orange coloured form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

6. PLANNING APPLICATIONS (DTS)

A list of planning applications to be determined by the Committee is attached. Officers' recommendations are included in the application reports.

**If Members have particular queries or interests in certain applications, the application files will be available for inspection and Officers present from 7.00pm prior to the meeting in the ante room of the Council Chamber.** This will be an informal opportunity for Members to see further details of applications and representations and to discuss and clarify issues. Copies of all letters of representation will also be placed on the table in the Chamber prior to the meeting and will be available for inspection by Members.

Background Papers

A list of background papers is available from the Technical Services Department.

## 7. VALIDATION OF PLANNING APPLICATIONS (DTS)

### 1. Purpose of Report

- 1.1 **The purpose of this report is to inform the Committee of the consultation responses on the revised 'Validations of Planning Applications Submitted to the Planning Authority' document, to consider those responses and adopt the revised validation document for use.**

### 2. Background Information

- 2.1 At the Planning Committee meeting of 4 August 2010, Members resolved to consult on the revised 'Validation of Planning Applications Submitted to the Planning Authority' document. The adopted Validation document (2008) had been reviewed in light of the revised Government Guidance and changes in policy, for example the revoking of the South East Plan. In addition a general update of the information was also required. Consultation on the document was undertaken for 8 weeks, between 23 August 2010 and 18 October 2010.
- 2.2 The revised adopted validation document has to be made available on the Council's website by 31 December 2010 otherwise the local list requirements will have no bearing on the validity of applications.

### 3. Consultation Responses

- 3.1 The responses to the consultation are detailed in the table in Appendix 'B'. The table also includes a response to the comments made and the 'Validation of Applications to the Planning Authority' document has been amended accordingly. Some minor wording and date changes have also been made to the document to reflect that the consultation has taken place and that this is the final adopted version of the document.
- 3.2 Although the number of responses to the consultation was low, the comments received were helpful in providing updated references and thresholds to some of the topics covered in the document. In addition the majority of the comments did not object to the Council's approach to the information requirements for the validation of planning applications. Of the comments received, only one respondent did not agree with the requirement for a completed Unilateral Undertaking/Legal Agreement to be submitted with a planning application at the validation stage. However as this is a long standing requirement no changes are proposed to this aspect of the document. The low response rate was not particularly surprising given that the provision of a comprehensive validation document is already well established in Runnymede.
- 3.3 If the Planning Committee agrees to adopt the revised document, it will replace the current document on the Council's website and will thereafter be used in the validation of planning applications.

### 4. Financial Implications

- 4.1 There are no direct resource issues although it is anticipated that some Officer time may be devoted to assisting applicants and agents during the early stages of the revised guidance being adopted.

### 5. Legal Implications

- 5.1 This is to comply with previous Government guidance. It is unclear whether this will change further in light of the change in Government.

### 6. Equalities Issues

- 6.1 No equalities issues have been identified.

### 7. Conclusion

- 7.1 Following the consultation on the revised validation document and the changes made, it is now recommended that the document be adopted for use in the validation of all planning applications received after 31 December 2010.

**OFFICERS' RECOMMENDATION that –**

**the revised Validation Document be adopted for use in the validation of planning applications received after 31 December 2010.**

**(TO RESOLVE)**

Background Papers

None

8. CHARGING FOR PRE-APPLICATION PLANNING ADVICE (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to set out the proposal for introducing a charging regime for pre-application planning advice.**

2. Background Information

2.1 Section 93 of the Local Government Act 2003 gave Local Authorities the ability to charge for services such as pre-application advice. There is a growing national trend that the costs of this service be recovered from users of the service rather than being met from general funds.

2.2 At the Corporate Management Committee on 8th April 2010 it was resolved that as part of the short term savings plan, charges be introduced for pre-application planning advice. The Corporate Management Committee resolved that the detailed implications of the proposal and the fee charging schedule be submitted to the Planning Committee for approval.

2.3 Many authorities nationwide have introduced pre-application charging as have the majority of the other Surrey Authorities. At this time only four Surrey Authorities (including Runnymede) do not charge for pre-application advice.

3. Current pre-application advice procedure at Runnymede

3.1 On 1 April 2009 the Planning Committee considered a report which, amongst other matters, approved the introduction of a more formalised procedure for providing pre-application planning advice.

3.2 The Development Control Section has always provided pre-application advice, in line with national guidelines. Development Control Officers devote considerable time and effort to offering pre-application advice, seeing it as a key part of delivering a good planning service. The provision of clear and robust pre-application advice can significantly add value to the planning process and help to inform and improve the quality of developments. Such a service can also be of great assistance to applicants and can in some cases speed up the subsequent statutory planning process.

3.3 The benefits of providing an effective pre-application advice service include:

- Provision of early guidance to applicants as to how the application will be judged against Development Plan policies and other material considerations, and hence a greater degree of certainty as to the likely outcome;
- Allows attention to be focussed on matters which need further investigation or consideration;
- Early identification of the need for specialist information required to support the proposal e.g. transport information, flood risk assessment, design and character appraisals;
- Undertake early consultation with statutory consultees or internal departments;

- Early identification of the likely requirements for legal agreements relating to the Thames Basin Heath Special Protection Area, affordable housing and the Infrastructure Tariff;
- Enables proposals to be modified or amended to improve a scheme prior to formal submission of the planning application;
- Help to filter out speculative and poorly thought out development proposals which can be time consuming and costly for an Authority to deal with;
- Potential reduction in the number of recycled applications i.e. applicants entitled to a free-go following an application that has been refused planning permission. Whilst the follow up application is free to applicant, the Authority still has the normal administrative cost associated with determining these subsequent follow up applications;
- Reduced likelihood of applicants and developers pursuing applications that are unacceptable, thus preventing unnecessary financial outlay; and
- Potential quicker handling of applications as the information required should have been submitted with the formal application as this will have been previously discussed.

3.4 However, providing pre-application advice can involve research, site visits, attending meetings, discussions with multiple agencies and writing up sometimes lengthy letters and/or meeting notes for the Planning Officers involved. There are therefore considerable resource implications in providing an effective, quality service. Furthermore, currently, many requests for advice are of a speculative nature and do not lead to a planning application. If an application is submitted, the application fee is for processing the application, rather than the cost of the pre-application discussions or correspondence.

3.5 The information relating to the current formal pre-application advice procedure is available for viewing on the planning pages of the Council's website. The formal procedure sets out what information is expected to be submitted with enquiries from applicants, likely response times and what type of advice will be provided by the Planning Officer. An updated guidance note with all of the relevant information and details of the charges will be made available on the planning pages of the Council's website.

#### 4. The Proposed Pre-application Charging Scheme

4.1 The 2003 Act states that a Council must not recover costs in excess of the costs of providing the service year on year. Whereas fees for planning applications are set by Government, the charge levels for pre-application advice vary from authority to authority reflecting local circumstances. In considering an appropriate level of charging, it is considered that any fee structure should be simple to operate and administer, and be easy to understand by users. The normal approach adopted by Authorities that do charge for pre-application advice is to make distinctions between different scales of developments, which reflect the amount of resources required to deal with the enquiry.

4.2 The pre-application charging proposal for consideration is detailed in Table 1 below. The proposed charges have been calculated as a percentage of the planning application fee relevant to the scale of the development. No charges are proposed at present for householder and other small scale developments.

Table 1 – Proposed Fee Levels

	<b>Categories of development proposals</b>	<b>Fee</b>	<b>Estimate response times</b>
A	Householder, small scale developments including small scale changes of use, shopfronts, listed building consent	No charge	14 days

B	maximum of 5 dwellings and other small scale developments e.g. stables	£201 (incl. VAT)	21 days (no meetings held)
C	6-9 dwellings / under 1,000sqm	£362 (incl. VAT)	
D	10-49 dwellings / 1,000sqm – 10,000 sqm (e.g. proposal at Parklands)	£985 (incl. VAT)	Arrangements to be made for a meeting within 10 working days of registration of enquiry and meeting notes to be sent out within 10 working days following the meeting
E	50+ dwellings /over 10,000 sqm (e.g. Aviator Park scheme, office scheme at DERA)	£2010 (incl. VAT)	

- 4.3 It is considered that fees calculated on the basis of a proportion of the normal planning application fee are more transparent and represent a reasonable introductory fee level. The fee levels have been calculated as a percentage of between 5% and 10% of the maximum residential fee rate for each category (B-D). For category E, the minimum fee level was used, but the higher % taken, as there is no maximum fee for this category. The fee levels are charged as rounded fixed fees, including VAT (at a rate of 20% from 4 January 2011), which is considered to be simple for users of the service and it is also more efficient to administer. An additional handling fee would be required for credit card payments.
- 4.4 In accordance with other Planning Authorities, all fees will be required to be paid in advance of offering written advice or in advance of any meeting. For fees relating to meeting requests it will be necessary to ensure that any payment has cleared the banking system prior to a meeting being held.
- 4.5 There may also be situations which arise during the operation of the scheme that are not directly covered by the above charges such as Members' site visits. In these circumstances an appropriate fee will be levied and there should be an assumption that a fee will be charged for the pre-application advice to be given.
- 4.6 It is also proposed that a charge be made to internal departments for pre-application planning advice for schemes falling within Categories B - E identified in Table 1, reflecting the practice of other authorities. These enquiries are dealt with in exactly the same way as other pre-application enquiries. There is currently an internal recharge made by other Officers to support the Planning Service. However, no charge is made by the Planning Service to other Officers for pre-application advice that ultimately form the basis of a private application. The proposed approach for an internal recharge for pre-application advice would remedy this inconsistency and be consistent with the principles underpinning the new pre-application charging regime.
- 4.7 There are some exemptions from the charging scheme and these are detailed in the information on the scheme attached in Appendix 'C' along with further notes relating to the operation of the pre-application charging scheme.
- 4.8 The Duty Planning Officer system offers general advice to the public on householder extensions and assistance with interpreting current planning applications and it is also proposed to retain this system with no charge at this time. The Development Control Section will also still continue to deal with other general written planning enquiries not covered by this charging regime.
- 4.9 It is proposed to commence the charging regime on 1 January 2011. Details of the introduction of the proposed charging regime will be made available on the Council's website. It is also proposed that the scheme should be reviewed to assess the impact of the introduction of the charges on the operation and effectiveness of the pre-application planning advice scheme.

5. Managing expectations and risks, and limitations applying

- 5.1 It is likely that the payment of a fee will result in an increased level of expectation from the user with the risk that applicants expect that payment for advice will lead to a planning permission.
- 5.2 The advice given in respect of pre-application proposals will continue, as at present, to be non-binding on both parties and all discussions will remain confidential. Planning Officers can only give a professional opinion on the merits of a scheme. Pre-application negotiations are not a substitute for the formal planning application process and can offer no guarantees. It will be made clear in the details of the scheme that all subsequently submitted applications will be the subject of publicity and consultation in accordance with statutory requirements and the Council's adopted procedures and any other matters which subsequently come to light, and may result in additional issues being raised that are pertinent to the determination of the application. It should also be noted that subsequent alterations to local and national planning policies may affect the advice given.

6. Financial Implications

- 6.1 The pre-application charging scheme will raise additional income. The Council is not permitted to recover costs in excess of the costs of providing the service year on year. It is not anticipated that the full costs of offering pre-application advice will be recovered from this initial charging regime. The proposed scheme will also be monitored to assess the impact of the introduction of the charges on the effectiveness of the pre-application planning advice scheme and to review the level of charges.
- 6.2 It is expected that the costs of the additional procedural functions associated with the scheme can be met from existing budgets at this time. This will however need to be reviewed along with the operation of the scheme.
- 6.3 Planning applications can be submitted without seeking pre-application advice. The number of planning applications submitted without pre-application advice may increase due to the introduction of charging. This may lead to more refusals of planning permission which could result in more appeals. In cases where an appellant's preferred method of determining the appeal is by Public Inquiry, this will have legal and financial implications.

7. Legal Implications

- 7.1 The introduction of a fee for pre-application advice would be in accordance with Section 93 of the Local Government Act 2003 which enables Local Authorities to charge for such services.

8. Equality Implications

- 8.1 The introduction of a fee for pre-application advice may deter some applicants from seeking such advice. The impact of this will need to be monitored in order to confirm that the scheme is not prejudicial or discriminatory.
- 8.2 However charging for pre-application advice in accordance with the proposed scheme will mean that those who use the service will pay towards to the cost of providing this service, rather than the total costs of this service being met from existing Council budgets to which all Council taxpayers contribute.

9. Conclusion

- 9.1 In accordance with the resolution of the Corporate Management Committee, a charging scheme is proposed for pre-application planning advice. The proposed charging scheme is set out in Table 1 of this report. More detailed Guidance notes relating to the operation of the scheme are set out in Appendix 'C'.

**OFFICERS' RECOMMENDATION that –**

- i) the charging scheme for pre-application planning advice set out in Table 1 be adopted;**

- ii) **delegated authority be given to the Director of Technical Services in consultation with the Chairman of the Planning Committee to make annual revisions to charges as necessary; and**
- iii) **the pre-application charging scheme be monitored to assess its impact and effectiveness at providing pre-application advice and a report on the review, including considerations relating to the expansion of the scheme to other pre-application enquiries e.g. householder, be submitted to the Planning Committee by May 2011.**

**(TO RESOLVE)**

Background Papers

None

9. CONFIRMATION OF TREE PRESERVATION ORDER NO. 382 - SHEERWATER AVENUE, WOODHAM (DTS)

1. Purpose of Report

- 1.1 **To consider two letters of representation received in respect of a Tree Preservation Order No 382 for 17 trees of various species and a group of 3 Oak trees on land at Sheerwater Avenue, Woodham. A plan showing the trees is attached at Appendix 'D'.**

2. Background Information

- 2.1 At the 25 August 2010 Planning Committee a report was considered proposing the placement of Tree Preservation Order on 17 trees of various species and a group of 3 Oak trees on land at Sheerwater Avenue, Woodham. The Committee authorised the Director of Administration and Leisure to make a Tree Preservation Order, which became effective on 1 September 2010. A period of 4 weeks followed for representations to be made. Two representations have been received.

3. Consultations

- 3.1 The responses to the consultation are raising concerns and objections about two trees to be protected at Orchard Cottage, Sheerwater Avenue. Beech Tree (T12) is adjacent to the highway in the front garden of Orchard Cottage and Oak tree (T13) is located in the highway verge outside of Orchard Cottage.
- 3.2 The concerns raised are summarised as follows:
  - The Beech tree is significantly overgrown and it requires regular pruning twice a year; and that branches fall regularly onto the road and adjacent land.
  - Both the Beech tree and Oak tree block out 70 – 80% of the light to Orchard Cottage and that the trees cause a huge amount of litter and debris for over 6 months of the year.
  - The trees have successfully survived without a Tree Preservation Order on them and suggests that the Tree Preservation Order for these two trees be reconsidered.
  - The plan accompanying the Tree Preservation Order shows the two trees in an incorrect position.

4. Report

- 4.1 The making of a Tree Preservation Order does not prevent the landowner from applying to do works to a protected tree(s). A Tree Preservation Order makes it an offence to cut down, top, lop, uproot, wilfully damage or wilfully destroy a tree without the planning authority's permission. Therefore individual property owners will require permission to undertake works

to the protected trees. There is currently no charge for submitting a tree application. This, however, does not mean that all future works will be prevented. Applications for maintenance works which are deemed necessary and reasonable are normally permitted; this would include works to the trees that would ensure the health and longevity of the trees. The trees remain the property of the land owner and it is the land owner responsibility to ensure that the trees do not become a danger to the public and this can be managed through good tree management practices. Trees by their very nature are deciduous and will shed their leaves in the autumn, and the annual dropping of leaves is not considered a valid reason not to place a Tree Preservation Order on these two trees.

- 4.2 With regard to the accuracy of the plan accompanying the TPO, the Oak tree and Beech tree are identified by an indicative location, and no change is required.
- 4.3 The trees in Sheerwater Avenue are all considered to contribute to public amenity and it is considered that it is necessary to protect all the appropriate trees in order to preserve the character of the area. It is therefore essential to continue to protect these two trees T12 and T13 in view of their contribution to the arcadian character of Sheerwater Avenue.
- 4.4 If the current owners of the property wish to do works to these trees to reduce their crown and improve light into the property then an application, as mentioned in paragraph 4.1 above, can be submitted and will be judged on its own merits.

**OFFICERS' RECOMMENDATION that –**

**the Director of Administration and Leisure be authorised to confirm Tree Preservation Order No 382, without modification.**

**(TO RESOLVE)**

Background Papers

Letters of representation from residents.

10. FINANCIAL MONITORING STATEMENT (DF)

1. Purpose of Report

1.1 **To inform the Committee of the latest financial projections for the 2010/11 financial year for Planning and Development services.**

2. Background Information

2.1 The Financial Monitoring Statement was introduced to all Committees in September 2006 to inform Members of the current financial position of the services under the remit of each Committee.

2.2 Each statement reflects an updated position based upon the 2010/11 estimates approved by this Committee in January.

3. Report

3.1 The statement at Appendix 'E' is split into two distinct parts:

- Projected budget and forecast
- Current year key budget indicators

3.2 The Projected budget and forecast sections show any anticipated variations in the current year's budget. These variations are categorised as approved changes and other potential changes. The achievement of the revenue reductions programme approved by the Council is one of the Council's key performance indicators and these savings targets are now included in this section of each statement. Implications for the following three years are included for completeness so that the full-year effect of any changes can be seen.

3.3 The second section of each statement sets out the key budget indicators for the significant areas of this Committee's budget. This indicates the actual income received set against the amount expected (the budget) for the period covered by each statement.

4. Housing and Planning Delivery Grant

4.1 On 10 June 2010, the Government published details of the local government funding that would be reduced in order to start tackling the fiscal deficit. Details of the announcement were reported to the Corporate Management Committee meeting on 30 June. Runnymede's 2010/11 budget includes income from Housing and Planning Delivery Grant of £213,100. It is very unlikely that the Council will now receive any grant. The figure of £213,100 used in the 2010/11 budget was based on the 2009/10 probable outturn (the final award in 2009/10, announced in March 2010, was £266,950). The Council's Directors are considering the implications of this reduction in grant. In the meantime, the Monitoring Statement is based on the assumption that equivalent savings will be made from the 2011/12 financial year.

**(FOR INFORMATION)**

Background Papers

None stated.

11. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES (DTS)

A list of planning applications recently determined by the Director of Technical Services under his delegated powers is attached at Appendix 'J'. If Members have any particular matters they wish to raise, prior notice to the Chairman would be of assistance.

**(FOR INFORMATION)**

Background Papers

None

12. APPEAL DECISIONS

The Planning Inspectorate has recently determined the appeals mentioned below. Appeal decision (a) and (b) are attached at Appendices 'K' and 'L'.

	<u>Site/Development</u>	<u>Decision</u>
a)	166 Eastworth Road, Chertsey – planning appeal regarding installation of vehicular crossover to enable off-street parking in front of property. (RU 10/0231)	ALLOWED
b)	37a Armstrong Road, Englefield Green – planning appeal regarding construction of one pair of semi-detached dwellings, following demolition of existing bungalow. (RU 10/0102)	ALLOWED

**(FOR INFORMATION)**

Background Papers

Appeal decisions.

13. EXCLUSION OF PRESS AND PUBLIC

If the Committee is minded to consider any of the foregoing reports in private, it is the

**OFFICERS' RECOMMENDATION that -**

**the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure**

**of exempt information of the description specified in appropriate paragraphs of Part 1 of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection.

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)