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Minutes of a meeting of the Planning Committee held at the Westway Centre at 7.30pm on Wednesday 22nd May 2024

Present: Cllr Maria Bustillo, Cllr Robin Clements, Cllr Jeremy Webster

In attendance: Mrs H Broughton (Clerk) and 2 members of the public

Minute reference: PL24/

Cllr Clements in the Chair

1. **Appointments**

- a) It was proposed, seconded and unanimously agreed to appoint Cllr Webster as the Planning Committee Chairperson for the 2024/25 Council year.

Cllr Webster in the Chair

- b) It was proposed, seconded and unanimously agreed to appoint Cllr Lopez as Planning Committee Vice-Chairperson for the 2024/25 Council year.

2. **Apology for absence** were received from Cllr Jane Lopez due to annual leave. This was accepted by the committee.

3. **Declarations of interest**

Cllr Clements declared an interest in application 2024/431/PA, the nature of his interest being that he was an employee of the Caterham Barracks Community Trust.

3. **Public Forum**

Two members of the public spoke about the ongoing application TA/2023/1481 regarding a first-floor extension at 13 Matlock Road, expressing their main concern about the potential loss of light. The District Council Planning Committee had already considered this application, during which District Councillors voiced their objections. The Committee decided to defer the decision until members could conduct a site visit, scheduled for June 4th. It was requested that parish councillors continue to support their objection and that district councillors be asked to speak against the application at the next committee meeting. Councillor Webster agreed to brief the new district councillors on the situation.

5. **Planning decisions**

Recent planning decisions were noted.

6. **Terms of Reference**

The Planning Committees Terms of Reference were reviewed and approved. It was agreed that comments and objection made on planning applications should be concise and direct (appendix A).

7. **Co-option**

It was agreed not to co-opt onto the planning committee at this time.

8. Appeal

An appeal in respect of application 2023/1515 – 31 Banstead Road was noted.

9. Planning applications

The following responses to planning applications were agreed:

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| 2024/381/NH | 18 Essendene Road, Caterham, Surrey, CR3 5PA | Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 5.3m for which the maximum height would be 3.6m, and for which the height of the eaves would be 2.4 metres lowering to 3m height within 2m of the boundary (Notification of a Proposed Larger Home extension.) <i>The District Council had ruled that prior approval was not required.</i> |
| 2024/452/TPO | 1 Rosebriars, Caterham, Surrey, CR3 5ER | Please refer to photos provided. T8) - Twin- stemmed Thuja - Fell. Remove encroachment on house. T9) - Thuja on right-hand side of rear garden - Lift crown to 4.5m from ground level. Two overextended laterals reduced back to drip line, removing up to 4m growth. Remove competing leader. T15) - Cedar within neighbouring property, on right-hand side of house - To reduce crown overhanging rear garden back by 2m, resulting in a final branch length of up to 6m from main stem. Reduce height by up to 3m resulting in a final height of 19m. T16) - Sycamore in far right-hand corner of rear garden - Removal of 3 x low limbs - dia <15cm. <i>No comment.</i> |
| 2024/290 | Tesco, Guards Avenue, Caterham, Surrey, CR3 5QX | Installation of 2x New DT Remote Gas Cooler, 2x DT Standard Reach in Compressor Pack and New gantry extension area to accommodate new plant units. <i>Comment: The Parish Council requests that officers consider the impact of noise on the bedrooms of houses on Wellington Road. Please note that the current unit is enclosed, and we request a condition that the new unit be built at the same height and enclosed to prevent visual intrusion and reduce noise.</i> |
| 2024/431/PA | The Arc, 39 Weston Drive, Caterham, Surrey, CR3 5XY | The proposal is to install an innovative energy management system designed by Drake Engineering which incorporates solar pv and heating (and cooling) in a single fixed roof. (Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings Schedule 2, Part 14, Class J) Prior Notification <i>No comment</i> |
| 2024/472/TPO | 9 Foxon Close, Caterham, Surrey, CR3 5SY | Yew) T1- Reduce the height and lateral branches by 2m to leave a height of 7m and a spread of 5m. <i>No comment</i> |
| 2024/445 | 96 Chaldon Road, Caterham, Surrey, CR3 5PH | Change of use of rear store to one bed dwelling with minor external alterations, provision of private amenity space and off-road parking <i>No further comments provided the concerns of the waste officers are addressed.</i> |

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| 2024/482 | 29 Manor Avenue, Caterham, Surrey, CR3 6AP | Erection of one and a half storey rear extension, raise eaves by 1.083m, front and rear hips changed to gables, loft conversion, addition of entrance porch, rooflights added. <i>No comment</i> |
| 2024/499/TPO | 6 Cedar Park, Caterham, Surrey, CR3 5DZ | T1) - 3 x Beech on rear boundary - Crown reduce height and laterally by appx 2-3m. <i>No comment</i> |

10. The **date of the next meeting** was noted as Wednesday 12th June 2024

The meeting closed at 8.30pm

Caterham on the Hill Parish Council

Terms of Reference

PLANNING COMMITTEE

Readopted: May 2024

Review May 2025

The Planning Committee shall exercise the powers and duties of the Council in accordance with approved policies and Financial Regulations in:

1. The submission of responses on behalf of the Parish as a statutory consultee regarding planning applications notified by Tandridge District Council.
2. Communicating with Local Authorities on the implications of any other planning or land use proposals affecting the Parish.
3. Communicating with government departments, Local Authorities, County Council and other agencies regarding any strategies, plans, reviews, policies, designations or consultations on planning or land use matters affecting the Parish.
4. Contributing to and commenting on the CR3 Neighbourhood Plan and Tandridge Local Plan.
5. Attending meetings and communicating with Council officers, residents, developers, architects and others on planning or land use matters affecting the Parish.
6. Drafting procedures, proposals and recommendations for consideration by Council.
7. Recommending parking restrictions to Surrey County Council
8. Making appointments to, and receiving reports in respect of, any Outside Bodies.
9. Appointing co-opted members of the planning committee
10. Reviewing the Terms of Reference

The Committee shall not exceed, or vary by virement, its annual budgetary allocations without approval of the Council.