



Please reply to:

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Date: 15 June 2023

Notice of meeting

Planning Committee

Date: Wednesday, 28 June 2023

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Planning Committee

Councillors:

M. Gibson (Chair)
D. Geraci (Vice-Chair)
C. Bateson
S.N. Beatty
M. Beecher
M. Buck

T. Burrell
R. Chandler
D. Clarke
S.A. Dunn
K. Howkins
M. Lee

A. Mathur
L. E. Nichols
K. Rutherford
H.R.D. Williams

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Planning Committee meeting

Start times of agenda items

It is impossible to predict the start and finish time of any particular item on the agenda. It may happen on occasion that the Chairman will use his discretion to re-arrange the running order of the agenda, depending on the level of public interest on an item or the amount of public speaking that may need to take place. This may mean that someone arranging to arrive later in order to only hear an item towards the middle or the end of the agenda, may miss that item altogether because it has been "brought forward" by the Chairman, or because the preceding items have been dealt with more speedily than anticipated. Therefore, if you are anxious to make certain that you hear any particular item being debated by the Planning Committee, it is recommended that you arrange to attend from the start of the meeting.

Background Papers

For the purposes of the Local Government (Access to Information) Act 1985, the following documents are to be regarded as standard background papers in relation to all items:

- Letters of representation from third parties
- Consultation replies from outside bodies
- Letters or statements from or on behalf of the applicant

AGENDA

Page nos.

1. Apologies and Substitutions

To receive any apologies for non-attendance and notification of substitutions.

2. Minutes

5 - 12

To confirm the minutes of the meeting held on 31 May 2023 as a correct record.

3. Disclosures of Interest

To receive any disclosures of interest from councillors under the Councillors' Code of Conduct, or contact with applicants/objectors under the Planning Code.

Planning Applications and other Development Control matters

To consider and determine the planning applications and other development control matters detailed in the reports listed below.

4. Planning Application - 23/00274/FUL - Scout Hut, Wood Lane, Shepperton TW17 0DX

13 - 40

Ward

Laleham and Shepperton Green

Proposal

Demolition of existing hut and erection of 2 bungalows with associated amenity space and parking.

Recommendation:

Approve the application subject to conditions as set out at paragraph 8 of the report.

5. Planning Application - TPO 285/2023 - Land (the Paddock) to the north west of Ladye Place, Riverbank Cottage and Bank Cottage, adjacent to Ferry Lane, Shepperton, TW17 9LQ

41 - 48

Ward

Shepperton Town

Proposal

To seek confirmation of Tree Preservation Order 285/2023 that was served with immediate effect to protect 2 individual trees, (1 no. Sycamore, 1 no. Willow) 3 Groups (G1) of 8 no. Sycamores, (G2) of 2 no. Sycamores & 1 no. Oak, and Group (G3) of 4 no Sycamores on the site.

Recommendation

Confirm without modification

- | | | |
|-----------|--|----------------|
| 6. | Major Planning Applications | 49 - 54 |
| | To note the details of future major planning applications. | |
| 7. | Planning Appeals Report | 55 - 56 |
| | To note details of the Planning appeals submitted and decisions received between 15 May 2023 – 13 June 2023. | |
| 8. | Glossary of Terms and Abbreviations | 57 - 62 |

**Minutes of the Planning Committee
31 May 2023**

Present:

Councillor M. Gibson (Chair)
Councillor D. Geraci (Vice-Chair)

Councillors:

C. Bateson	R. Chandler	A. Mathur
S.N. Beatty	D. Clarke	L. E. Nichols
M. Beecher	S.A. Dunn	K. Rutherford
M. Buck	K. Howkins	H.R.D. Williams
T. Burrell	M. Lee	

In Attendance:

Councillors who are not members of the Committee, but attended the meeting and spoke on an application in or affecting their ward, are set out below in relation to the relevant application.

26/23 Minutes

The minutes of the meeting held on 26 April 2023 were approved as a correct record.

27/23 Disclosures of Interest

a) Disclosures of interest under the Members' Code of Conduct

There were none.

b) Declarations of interest under the Council's Planning Code

Councillors Bateson, Beatty, Buck, Geraci, Lee, Mathur, Nichols, and Rutherford reported that they had received correspondence in relation to application 23/00318/FUL but had maintained an impartial role, had not expressed any views, and kept an open mind.

Councillor Bateson also reported that he had received representation from local residents in relation to application 23/00185/FUL and had made a visit to the site, but had maintained an impartial role, had not expressed any views, and kept an open mind.

Councillor Beecher and Howkins reported that they had received correspondence in relation to application 23/00318/FUL and had made an informal visit to the site. In relation to application 23/00185/FUL they had also made an informal visit to the site, but in both instances had maintained an impartial role, had not expressed any views, and kept an open mind.

Councillor Gibson reported that she had received correspondence in relation to application 23/00318/FUL. In relation to application 23/00185/FUL she had made an informal visit to the site, but in both instances had maintained an impartial role, had not expressed any views, and kept an open mind.

28/23 Planning application - 23/00318/FUL - 89 Marlborough Road, Ashford

Description:

Erection of 12 walk-in style pens in rear garden of property and operation of Cattery.

Additional Information:

The Planning Officer reported the following:

Representations

One late representation sent to Councillors has been forwarded onto officers. Most of the issues raised are already covered in the Committee report. The additional issue is:

The A308 is close to the site and the noise generated by its proximity will cause stress to the cats and potentially cause them to be noisy.

Environmental Health has been consulted on the proposal with regards to noise impact and has raised no objection.

Consultation

A response has been received from the Environment Agency raising no objection subject to conditions and an informative already attached to the report.

Amended Plans

Plans have also been received showing all elevations and include minor changes to the elevations including clarification of window positions and changes to the rear elevation.

Condition 2 is therefore to be amended as follows:

The development hereby permitted shall be carried out in accordance with the following approved plans:

Location plan, ex elev 3, ~~pro elev 5~~, ex PL2, ~~pro PL4~~ rec'd 13.03.2023.

Amended plans pro Elv 5, pro Elv5B, pro PL4, pro PL4B rec'd 24.05.2023.

Updates to report

New paragraph in section 7 of the report

Financial Considerations

Under S155 of the Housing and Planning Act 2016, Local Planning Authorities are now required to ensure that potential financial benefits of certain development proposals are made public when a Local Planning Authority is considering whether or not to grant planning permission for planning applications which are being determined by the Council's Planning Committee. A financial benefit must be recorded regardless of whether it is material to the Local Planning Authority's decision on a planning application, but planning officers are required to indicate their opinion as to whether the benefit is material to the application or not. In consideration of S155 of the Housing and Planning Act 2016. The proposal is not CIL liable. It would be liable to pay business rates, but this is not a material planning consideration in the determination of this proposal.

River Ash

In several parts of the report, reference is made to the River Ash being located at the rear of the site. Whilst the River Ash is close to the site to the south, it is an open drain at the rear of the site which leads to the River Ash. Consequently, corrections are to be made to the executive summary (paragraph 1) and paragraphs 3.1, 3.3 and 7.1, plus the informative.

Public Speaking:

In accordance with the Council's procedure for speaking at meetings, Denise Maye spoke against the proposed development raising the following key points:

- Six letters of objection had already been submitted
- The introduction of a cattery to a fully residential area was not appropriate
- There was concern for additional traffic and parking
- Cattery clients would have little regard for parking on a T-junction
- Accidents would be heightened on the junction
- Adjoining neighbours would be unable to enjoy their outside space due to noise and odour from cats
- This application had caused stress for neighbours

- Running a business which caused traffic, noise, waste, and odour was not in keeping with the local area
- Foxes and rats were already rife in this street, and the cattery would encourage more of the same

In accordance with the Council's procedure for speaking at meetings, Nicola Aldridge spoke for the proposed development raising the following key points:

- The Cattery exterior would be made from sustainably sourced timber
- The exterior would blend in well with the garden and surroundings
- One way glass or film would be used so cats will not be seen from outside of the building
- Marlborough Road had plenty of parking available
- Cats were clean and would not smell
- Each pen would be cleaned daily with regular checks throughout the day to monitor the cats and remove any waste.
- Odour reducing cat litter would be used
- Cat waste would be bagged and stored in a container ready for collection by a specialist company.
- The cattery was a completely enclosed building so transfer of any sound would be greatly reduced.
- Consultation with other Cattery manufacturers confirmed neighbours had never made complaints about noise or smell
- A neighbouring Cattery recently had their permanent application status confirmed

In accordance with the Council's procedure for speaking at meetings, Councillor Rybinski spoke as Ward Councillor against the proposed development raising the following key points:

- There would be noise pollution with up to 24 cats
- The garden backs onto the River Ash which would affect wildlife due to noise
- Smell pollution in the heat would hinder neighbours from enjoying garden space
- This was an overdevelopment in a small garden space
- This was an eyesore for neighbours
- The design of the cattery building would not have a positive impact and went against policy EN1
- There was restricted car access on the narrow junction
- There was already issues with blocked driveways and traffic accidents
- The traffic examination was very weak
- The officer recommendations cannot be monitored
- This would be a strain on the Planning Department due to enforcement purposes
- There was six oppositions to this application
- This business was not right for the area and would ruin the street scene
- A similar cattery was turned down in Derbyshire due to detrimental impact on neighbours

Debate:

During the debate the following key issues were raised:

- Neighbours would be unable to enjoy their garden space
- A neighbouring cattery had not caused any issues in regard to odour, noise or traffic
- There was no area to pull in to park at the front of the property
- There was a large presence of dogs on this road which would cause stress for the cats
- This development would attract foxes at night-time
- This business was not right for a residential area
- There would be noise pollution
- Concern was raised about poor insulation of the pens
- Granting permission for less than two years may be a compromise

Councillor Clarke joined the meeting late and missed part of the debate for this item. He was therefore unable to vote.

The Committee voted on the application as follows:

For: 7

Against: 6

Abstain: 2

Decision: The recommendation to approve was agreed and the application was approved subject to conditions as set out in the Committee report.

29/23 Planning application - 23/00185/FUL - 10 Chestnut Grove Staines-Upon-Thames TW18 1BZ

Description:

Demolition of converted garage and erection of new build part single storey, part two storey dwelling house with integral garage, including single storey rear extension to existing dwelling.

Additional Information:

The Senior Planning Officer reported the following:

The "Extension of Time Agreed until" should read 02.06.2023 rather than 28.03.2023.

The applicant has submitted a 'sunlight study'. This does impact the officer's recommendation.

An overlay floor plan has also been received, showing the outline of the existing planning permission against the current proposals.

Public Speaking:

In accordance with the Council's procedure for speaking at meetings, Vernon Hillstrom spoke against the proposed development raising the following key points:

- Current tenants were not made aware of this new application by the owner
- The new drawings show two kitchens which was not normal for a home dwelling
- The owner seemed to plan on having one entrance but house multiple occupants in the property per room
- Doubts were raised regarding legislation, regulation and fire risk assessment being adhered to
- There was no more room for parking down Chestnut Grove
- The current driveway for this property would be replaced with a garage
- The layout and density of this new build would not fit the profile of other houses on this street
- The proposal to bring the property towards the street would result in a loss of privacy for neighbours
- This development would be overbearing for the residents on Churchill Court
- The street cannot handle large trucks, lorries and tradesman for a long time which such a building would bring
- Long term disruption to a residential street would be caused
- This property would limit the sunlight neighbouring houses receive

In accordance with the Council's procedure for speaking at meetings, Matt Sung, spoke for the proposed development raising the following key points:

- This was the revised application to the previous application which was granted on 29 June 2022
- The main changes compared to the previous application included a new internal parking space, a front elevation increase by 945mm and a rear extension increase by 1m
- The new dwelling would form a semi-detached part of the existing dwelling detached house
- the new dwelling would fully integrate into the existing first floor set back from the building line, with no overbearing
- The footprint was sufficient for a two bedroom house
- The guidelines set out by housing standards and local SPD on design and residential development were met
- The revised proposal would have an internal garage instead of off street parking, with no change to street parking
- A sunlight study carried out showed no impact on Churchill Court as the new areas are on the north side of it
- The first floor window was set back from the building line so is no worse than the current situation
- The first floor window was in recommended minimum distance for overlooking and privacy between windows across the road

In accordance with the Council's procedure for speaking at meetings, Councillor Bateson spoke as Ward Councillor against the proposed development raising the following key points:

- Residents had raised concern for the previous application
- The previous application was submitted and refused for this site in October 2021
- The application was previously refused for the overbearing impact for residents on Churchill Court
- This is the third application within 18 months
- The Council had received eight communications from residents opposing the scheme
- The existing dwelling would see the addition of a rear extension with a greater depth than in previous applications
- There was concern regarding the overhang of the guttering which should not overhang the boundary line with the adjoining property
- Residents argue this application is overbuilding of the existing site which would have knock on implications for those living in the locality
- The eight letters of objection raise some genuine planning concerns
- One major concern was the lack of parking provision
- Chestnut Grove was a busy road with limited off road parking
- All residents relied on parking within the street
- The street was often congested with parked cars
- The Council's car parking standards were overridden
- The public transport provision was not adequate

Debate:

During the debate the following key issues were raised:

- The report referred to a number of minor breaches to Planning guidance
- There was still an overbearing impact on Churchill Court
- This was a good proposal for tenants who are unable to buy a property
- There was insufficient parking available on the street
- There may be risk that the owners maintain the garage as habitable space rather than utilising for parking
- There was concern regarding storage of waste bins
- There was concern regarding the dimensions of the garage and difficulty with vehicle entrance
- There was no solid reason to refuse this application

The Committee voted on the application as follows:

For: 8

Against: 8

Abstain: 0

Thereafter, by 8 votes in favour and 8 votes against, on the Chair's casting vote the motion to approve the application FELL.

The meeting was adjourned at 21:02 and reconvened at 21:09

It was proposed by Councillor Geraci and seconded by Councillor Beecher that the proposed dwelling would, by reason of the design and layout to the front, have a cramped appearance and a detrimental impact on the street scene and would be out of character with the surrounding area, contrary to policy EN1 of the Spelthorne Borough Local Plan, 2009.

The voting was as follows:

For: 9

Against: 7

Abstain: 0

Decision: The application was overturned and refused planning permission for the following reason:

The proposed dwelling would, by reason of the design and layout to the front, have a cramped appearance and a detrimental impact on the street scene and would be out of character with the surrounding area, contrary to policy EN1 of the Spelthorne Borough Local Plan, 2009.

30/23 Planning Appeals Report

The Chairman informed the Committee that if any Member had any detailed queries regarding the report on Appeals lodged and decisions received since the last meeting, they should contact the Planning Development Manager.

Resolved that the report of the Planning Development Manager be received and noted.

31/23 Major Planning Applications

The Planning Development Manager submitted a report outlining major applications that may be brought before the Planning Committee for determination.

Resolved that the report of the Planning Development Manager be received and noted.



23/00274/FUL - Scout Hut, Wood Road, Shepperton. TW17 0DX

Scale: 1:1,250

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HOUSE A
PROPOSED EAST ELEVATION
Scale 1:100



HOUSE B
PROPOSED EAST ELEVATION
Scale 1:100



HOUSE B
PROPOSED WEST ELEVATION
Scale 1:100

Scale 1:100



NOTE: All the works must be certified by an approved building control inspector/control inspector and Thames Water prior to works commencing
Do not scale from this drawing

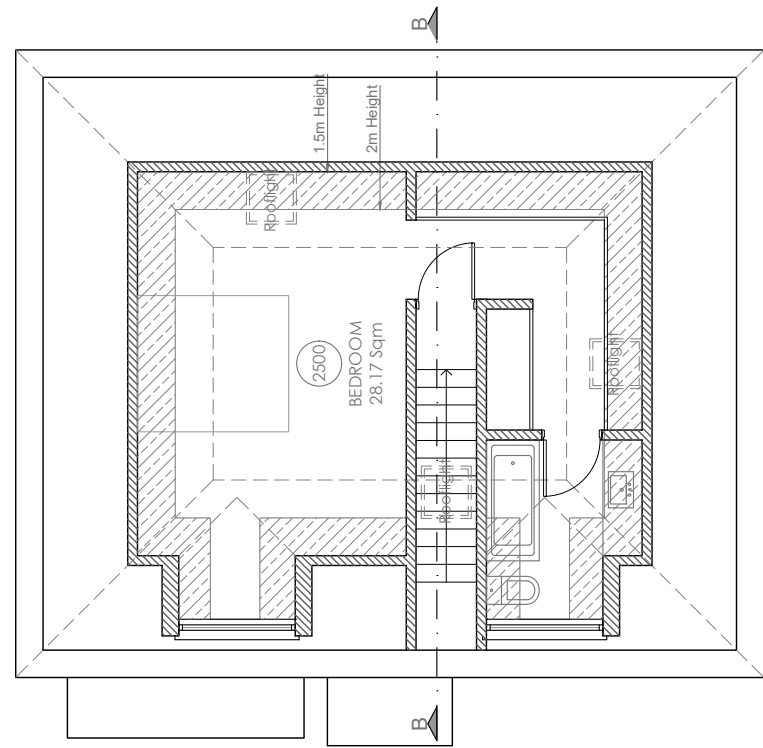
WOOD ROAD SHEPPERTON

TW17 ODX

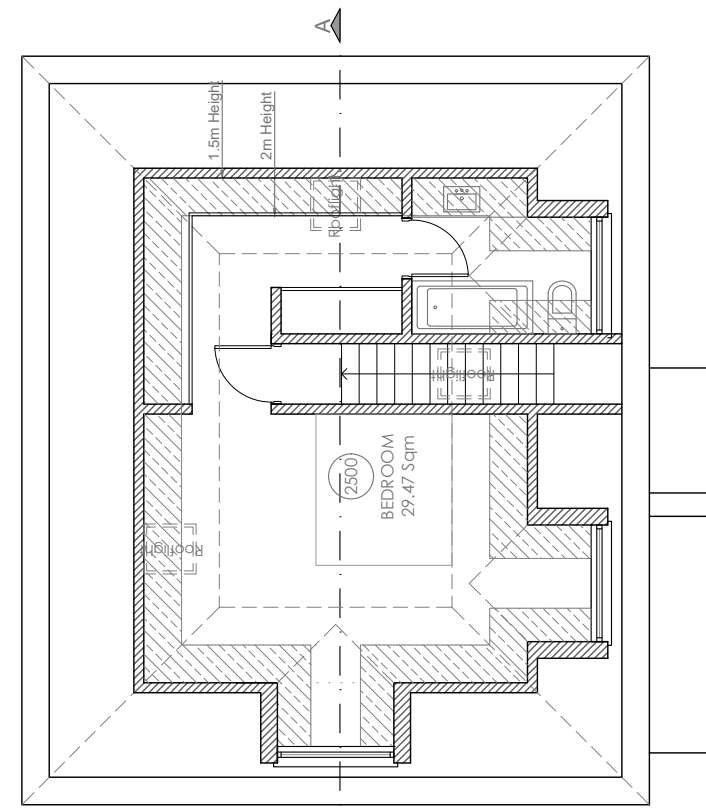
**PROPOSED
EAST AND WEST ELEVATIONS**

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LAYOUT	7
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**DRAWING TO BE READ IN CONJUNCTION WITH THE SPECIFICATION AND ALL RELEVANT DRAWINGS
DO NOT SCALE FROM THIS DRAWING
CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE
PLANT TO BE ADVISED OF ANY DISCREPANCIES BETWEEN THIS DRAWING AND SITE CONDITIONS IMMEDIATELY**

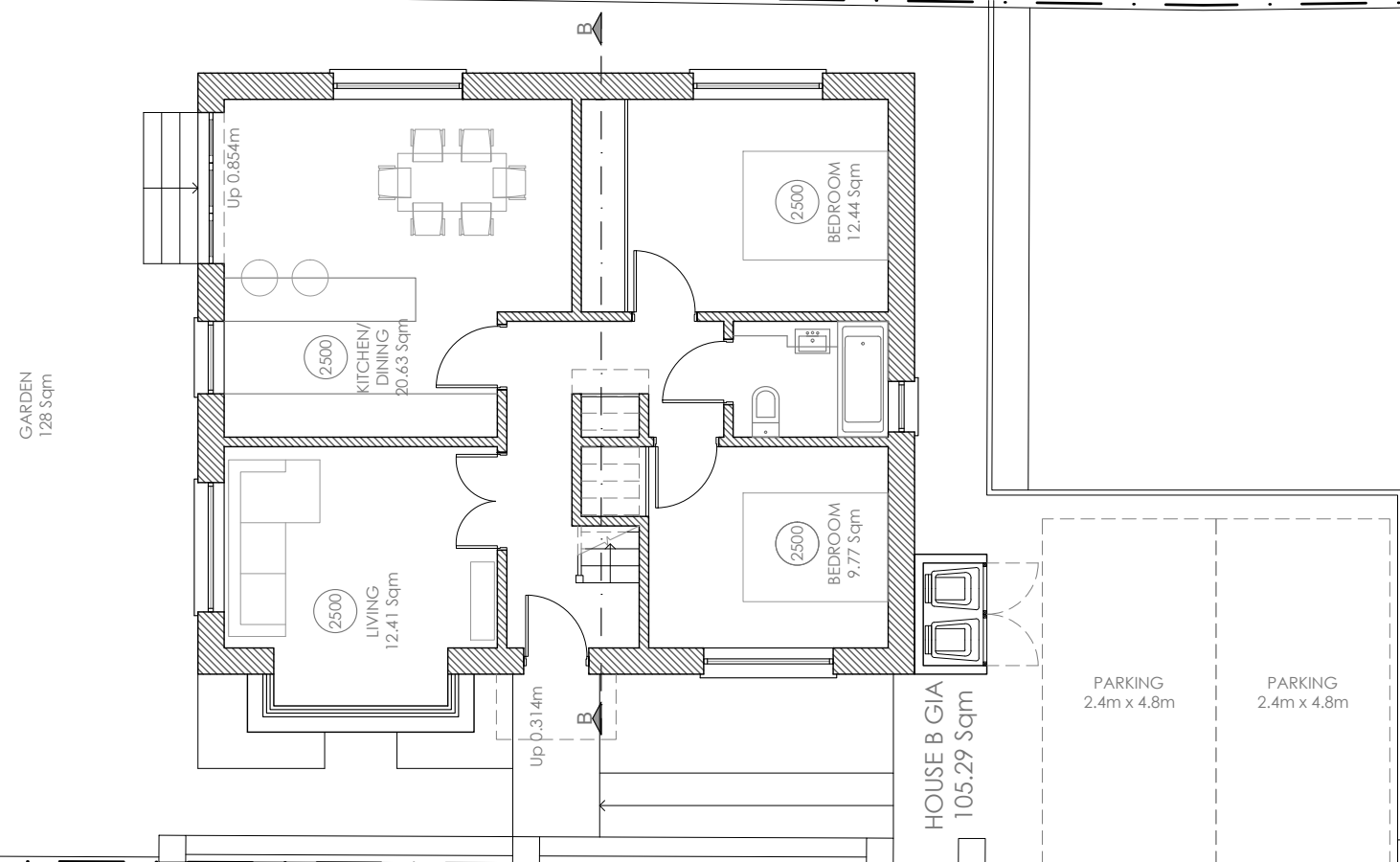


HOUSE B

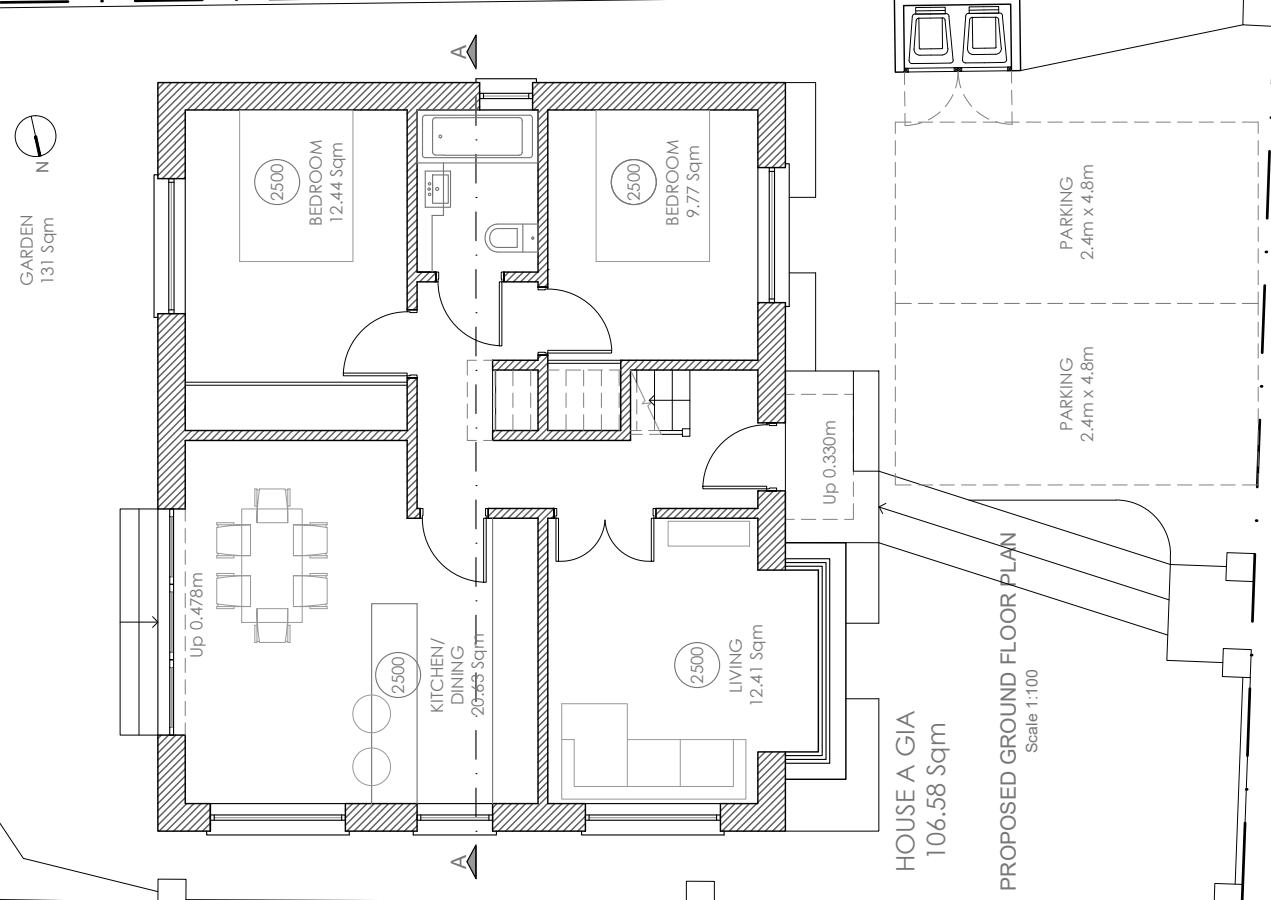


HOUSE A

PROPOSED FIRST FLOOR PLAN
Scale 1:100



HOUSE B GIA
105.29 Sqm



HOUSE A GIA
106.58 Sqm

PROPOSED GROUND FLOOR PLAN
Scale 1:100



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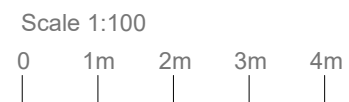
WOOD ROAD SHEPPERTON
TW17 ODX

PROPOSED
GROUND FLOOR AND FIRST FLOOR PLANS

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LAYOUT	3
SCALE	1:100

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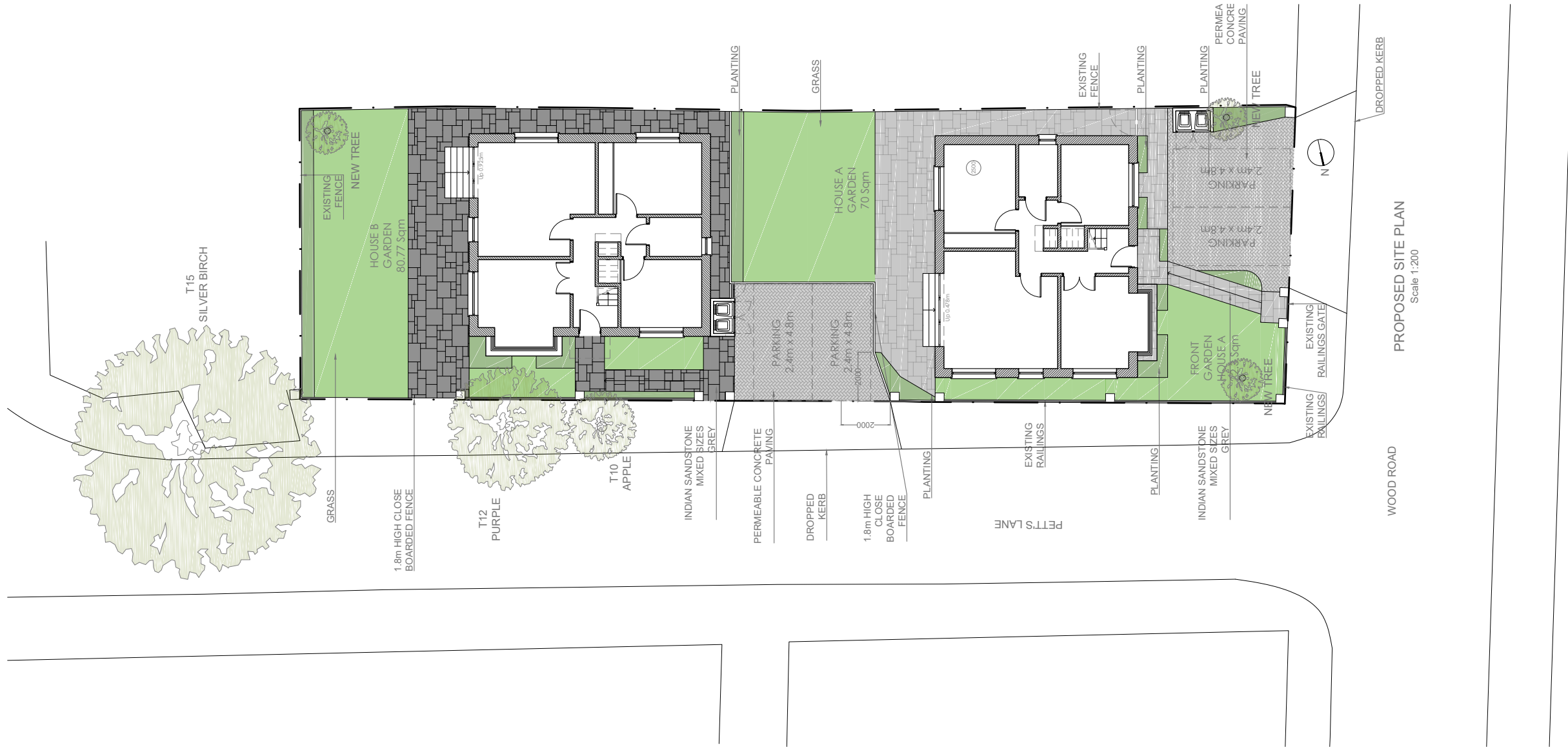
WOOD ROAD SHEPPERTON
TW17 ODX

PROPOSED
SIDE ELEVATIONS

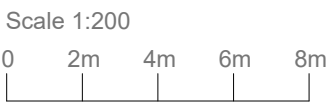
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FILE	Wood Road Shepperton_19-05-23_01
LAYOUT	6
SCALE	1:100

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PROPOSED SITE PLAN
Scale 1:200

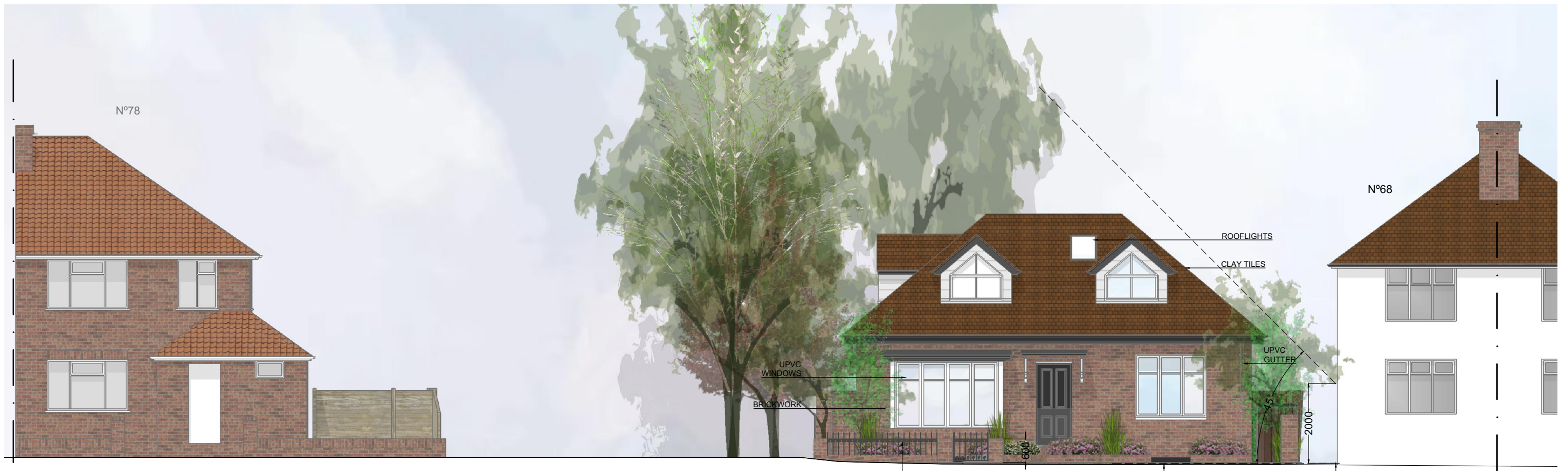


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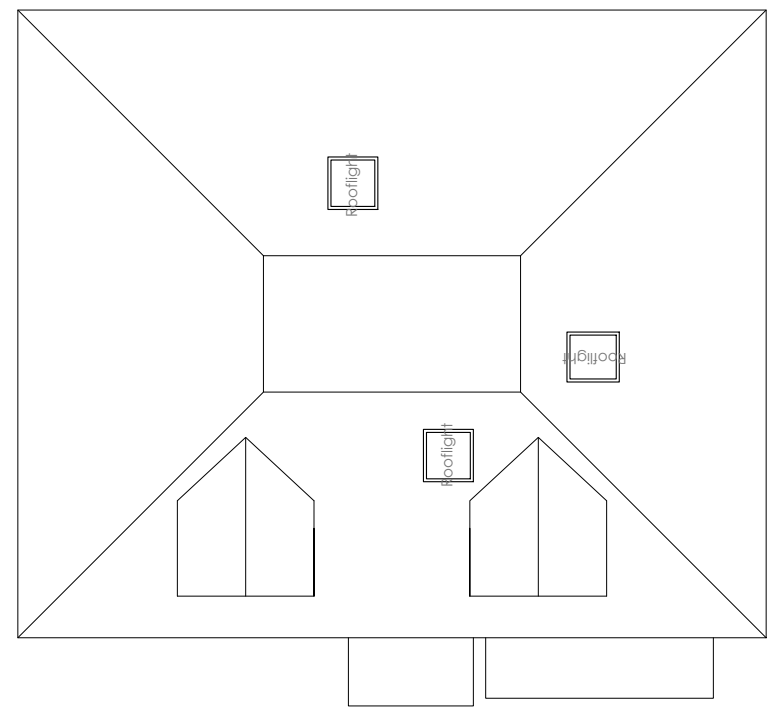
WOOD ROAD SHEPPERTON TW17 ODX PROPOSED SITE PLAN	DATE 19-05-23
	FILE Wood Road Shepperton_19-05-23_01
	LAYOUT 9
	SCALE 1:200

**DRAWING TO BE READ IN CONJUNCTION WITH THE SPECIFICATION AND ALL RELEVANT DRAWINGS
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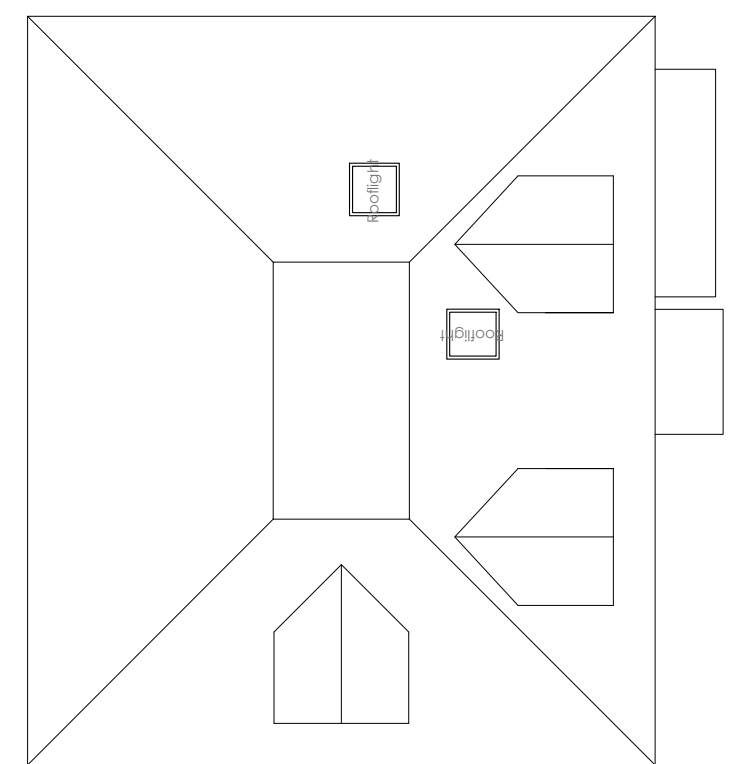




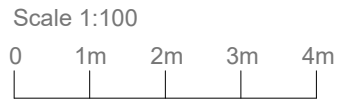
EXISTING RAILINGS
 HOUSE A
 PROPOSED WEST ELEVATION
 Scale 1:100
 1m WIDE OPENINGS EVERY 5m
 LAND LEVEL AT WINDOW LOCATION



HOUSE B



PROPOSED ROOF PLAN
 Scale 1:100
 HOUSE A



NOTE: All the works must be certified by an approved building control inspector/control inspector and Thames Water prior to works commencing
 Do not scale from this drawing

WOOD ROAD SHEPPERTON
 TW17 ODX

PROPOSED
FRONT ELEVATION - ROOF PLAN

DATE	19-05-23
FILE	Wood Road Shepperton_19-05-23_01
LAYOUT	5
SCALE	1:100

DRAWING TO BE READ IN CONJUNCTION WITH THE SPECIFICATION AND ALL RELEVANT DRAWINGS
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Planning Committee

28 June 2023



Application No.	23/00274/FUL
Site Address	Scout Hut, Wood Road, Shepperton, TW17 0DX
Applicant	KT5 Construction Ltd
Proposal	Demolition of existing hut and erection of 2 bungalows with associated amenity space and parking
Case Officer	Matthew Clapham
Ward	Laleham and Shepperton Green
Called-in	<p>This application has been called in by Councillor Howkins for the following reasons:</p> <ul style="list-style-type: none"> • Overdevelopment • Parking and Access Issues • Size of accommodation

Application Dates	Valid: 03.03.2023	Expiry: 28.04.2023	Target: Extension of time agreed 30.06.2023.
Executive Summary	<p>This application relates to the erection of two detached bungalows with associated amenity space and parking on a site currently occupied by a detached former Scout Hut that has been unused since 2005. The site is currently in a state of disrepair.</p> <p>It is considered that the proposal, which utilises existing developed land for housing, would have an acceptable impact upon the character and appearance of the area or result in any adverse impacts or material harm upon the residential amenity of adjoining properties in terms of visual amenity of light disturbance.</p> <p>It is considered that the loss of a community facility, which has been unused since 2005 is acceptable.</p> <p>In terms of highway safety, Surrey County Highways Authority raises no objection to the proposal.</p> <p>The proposal is therefore considered to be acceptable.</p>		
Recommended Decision	Approve the application subject to conditions as set out at paragraph 8 of this report.		

MAIN REPORT

1. Development Plan

1.1 The following policies in the Council's Core Strategy and Policies DPD 2009 are considered relevant to this proposal:

- SP1 Location of Development
- LO1 Flooding
- SP2 Housing Provision
- HO5 Density of Housing Development
- CO1 Providing Community facilities
- SP6 Maintaining and Improving the Environment
- EN1 Design of New Development
- SP7 Climate Change and Transport
- CC1 Renewable Energy, Energy Conservation and Sustainable Construction
- CC2 Sustainable Travel
- CC3 Parking Provision

1.2 Also relevant are the following Supplementary Planning Documents/Guidance:

- SPD on the Design of Residential Extensions and New Residential Development 2011
- SPD on Flooding 2012
- SPG on Parking Standards 2011

1.3 The National Planning Policy Framework (NPPF) 2021 is also relevant.

1.4 On 19 May 2022, the Council agreed that the draft Spelthorne Local Plan 2022 – 2037 be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The public consultation for the Pre-Submission Publication version of the Local Plan ended on 21st September 2022 and the local plan was submitted to the Planning Inspectorate on 25th November 2022. The Local Plan was submitted for examination in November 2022 and the examination commenced in May 2023. However, on 6 June 2023, the Council resolved the following: *“Spelthorne Borough Council formally requests the Planning Inspector to pause the Examination Hearings into the Local Plan for a period of three (3) months to allow time for the new council to understand and review the policies and implications of the Local Plan and after the three month*

pause the Council will decide what actions may be necessary before the Local Plan examination may proceed.”

1.5 The NPPF policy states at para 48:

Local planning authorities may give weight to relevant policies in emerging plans according to:

- a) the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);
- b) the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- c) the degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

Section 38(6) the Planning and Compulsory Purchase Act 2004 requires applications to be determined in accordance with the development plan (unless material considerations indicate otherwise) and not in accordance with an emerging plan, although emerging policies may be a material consideration.

1.6 The following policies of the Pre-Submission Spelthorne Local Plan 2022 – 2037 are of relevance:

- ST1: Presumption in Favour of Sustainable Development
- ST2: Planning for the Borough
- PS2: Designing places and spaces
- H1: Homes for All
- E2: Biodiversity
- E3: Managing Flood Risk
- E4: Environmental Protection

1.7 The policies carry limited weight in the decision-making process of this current planning application.

2. Relevant Planning History

2.1 The site has the following planning history:

23/00193/FUL	Demolition of the existing hut on site and the erection of two semi-detached three bed houses with car parking.	Refused 13.04.2023
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21/01811/FUL	Demolition of the existing Scout Hut and the construction of two new 4 bedroomed semi-detached houses with associated parking and landscaping.	Refused 18.01.2022
09/00009/OUT	Outline application for the demolition of existing redundant scout hut and the erection of a two storey building comprising 2 no. 2 bed flats and 2 no. 1 bed flats with amenity space, 4 parking spaces and new access to Petts Lane.	Refused 13.11.2009
07/00706/OUT	Demolition of existing scout hut and erection of 2 x 2 bed and 2 x 1 bed flats with 4 parking spaces.	Refused 19.03.2008

3. Description of Current Proposal

- 3.1 The application site is a corner plot at the junction with Wood Road and Petts Lane on the eastern side of Wood Road and is currently occupied by a detached derelict former scout building. The area is largely residential in character with a mixture of types and styles of properties.
- 3.2 This proposal seeks to erect two detached three bedroom bungalows with accommodation within the roofspace with associated parking and external amenity space. One dwelling would have access to Wood Road and the other to Petts Close.

4. Consultations

The following table shows those bodies consulted and their response.

Consultee	Comment
Environment Health - Contamination	No objections subject to conditions
County Highway Authority	No objections subject to conditions.

5. Public Consultation

- 5.1 The Council has received ten letters of objection raising the following concerns:

- Proposals visually intrusive
- The dwellings should be described as houses not bungalows
- Disability access inadequate
- Inadequate parking provision
- Highway /pedestrian safety
- Loss of privacy to neighbouring properties
- Impacts on Wildlife on site

- Separation distances to site boundaries
- Loss of light to adjoining properties
- Overdevelopment of the plot
- Lack of a pavement on Petts Close
- No renewable energy statement
- No bicycle provision
- Failure to comply with Design SPD
- Inadequate Flood Risk assessment
- Lack of a Contamination / asbestos report

6. Planning Issues

- Principle.
- Housing Need.
- Character and Appearance.
- Amenity for future occupiers.
- Residential Amenity.
- Parking Provision & Highways.
- Flooding.

7.0 Planning Considerations

Principle

- 7.1 The proposed development would result in the loss of a former Scout Hut. Policy CO1 relates to Community facilities and seeks to resist the loss of community facilities unless it can be demonstrated that the facility is no longer needed. The Applicant has stated that the building is in a state of disrepair and has been unused since 2005. Its small size and lack of modern facilities including heating makes its use as a community facility unfeasible. Having visited the site and seen the state of the building and site, it is considered that the argument put forward by the applicant is reasonable. None of the previous applications on the site have been refused on the grounds of the loss of a community facility. As such, the loss of this building is considered acceptable in regards of Policy CO1.
- 7.2 The street scene of Wood Road is mixed with a range of bungalows and two storey dwellings. Whilst the immediate neighbours are two storey, there are bungalows in the vicinity and the creation of a bungalow with rooms within the roofspace would be acceptable in principle, given the surrounding dwelling mix. However, the current proposal must be considered against the relevant planning policies and guidelines and any other material planning considerations.

Housing Land Supply

- 7.3 When considering planning applications for housing, local planning authorities should have regard to the government's requirement that they significantly

boost the supply of housing and meet the full objectively assessed need for market and affordable housing in their housing area so far as is consistent policies set out in the National Planning Policy Framework (NPPF) 2021.

- 7.4 The Council has embarked on a review of its Local Plan and acknowledges that the housing target in its Core Strategy and Policies DPD February 2009 of 166 dwellings per annum is more than five years old and therefore the five year housing land supply should be measured against the area's local housing need calculated using the Government's standard method. The standard method for calculating housing need is based on the 2014 household growth projections and local affordability. This equates to a need of 618 dwellings per annum in Spelthorne. This figure forms the basis for calculating the five-year supply of deliverable sites.
- 7.5 The NPPF requires a local authority to demonstrate a full five-year supply of deliverable sites at all times. For this reason the base date for this assessment is the start of the current year 1 April 2022, but the full five year time period runs from the end of the current year, that is, 1 April 2023 to 31 March 2028. The 20% buffer will therefore be applied to this full period. National guidance sets out that the buffer should comprise sites moved forward from later in the plan period. A 20% buffer applied to 618 results in a figure of 742 dwellings per annum, or 3,708 over five years.
- 7.6 In using the objectively assessed need figure of 742 as the starting point for the calculation of a five-year supply it must be borne in mind that this does not represent a target as it is based on unconstrained need. Through the Local Plan review, the Borough's housing supply will be assessed in light of the Borough's constraints, which will be used to consider options for meeting need. The Council has now published its Strategic Land Availability Assessment (SLAA) which identifies potential sites for future housing development over the plan period.
- 7.7 The sites identified in the SLAA as being deliverable within the first five years and subsequent updates from landowners have been used as the basis for a revised five-year housing land supply figure. Spelthorne has identified sites to deliver approximately 2,615 dwellings in the five-year period.
- 7.8 The effect of this increased requirement with the application of a 20% buffer is that the identified sites only represent a 3.52 year supply and accordingly the Council cannot at present demonstrate a five year supply of deliverable housing sites. There is, therefore, a presumption in favour of sustainable development.
- 7.9 Government guidance (NPPF para 74) requires the application of a 20% buffer "where there has been significant under delivery of housing over the previous three years". In addition, guidance on the Housing Delivery Test indicates that where housing delivery falls below 85%, a buffer of 20% should be applied to the local authority's five-year land supply and a presumption in favour of sustainable development if the figure is below 75%. The Housing Delivery Test result for Spelthorne Borough Council was published by the Secretary of State in January 2022, with a score of 69%. This means that less housing has been delivered when compared to need over the previous three

years. As a consequence, there is a presumption in favour of sustainable development because the test score of 69% is less than the 75% specified in the regulations. The figure of 69% compares with 50% last year and 60% in 2020. The Council's Housing Delivery Test Action Plan will be updated to reflect this. The current action plan positively responds to the challenge of increasing its housing delivery and sets out actions to improve delivery within the Borough.

- 7.10 As a result, current decisions on planning applications for housing development need to be based on the 'tilted balance' approach set out in paragraph 11 of the NPPF (2019). This requires that planning permission should be granted unless 'any adverse impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against the policies in this Framework taken as a whole'.

Design & Appearance

- 7.11 Policy EN1 of the CS & P DPD states that the Council will require a high standard in the design and layout of new development. The policy further states that proposals for new development should respect and make a positive contribution to the street scene and character of the area in which they are situated paying due regard to the scale, height, proportions, building lines, layout, materials and other characteristics of adjoining buildings and land.
- 7.12 At part 12, on '*Achieving well-designed places*', the NPPF 2021, places a strong emphasis on design and states that the creation of high-quality buildings and places is fundamental to what the planning and development process should achieve. The NPPF also states that development that is not well-designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account local design guidance and supplementary planning documents. The National Design Guide, Planning practice guidance for beautiful, enduring and successful places, produced by the MHCLG in 2021, addresses how we recognise well designed places by outlining ten characteristics; context, identity, built form, movement, nature, public spaces, uses, homes and buildings, resources and life span.
- 7.13 At paragraph 4.13, the Council's SPD on the *Design of Residential Extensions and New Residential Development* (April 2011) the purpose of which is to amplify policy EN1, states that for houses and flats alike, the height, depth, width and form of the proposed buildings should be similar to those in the prevailing street frontage. At paragraph 4.11 the SPD further states that building plots must be of sufficient size to provide garden space appropriate to the size of the dwellings proposed, and plots should normally be similar in size and shape to other plots in the street.
- 7.14 The application proposes two detached bungalows with accommodation provided within the roof space, including the provision of dormer windows. Bungalows are in evidence along this part of Wood Road, although it is noted that the immediate adjoining neighbour is a two-storey dwelling. The eaves

height at between 3.1m and 3.4m, depending upon prevailing ground levels, and a ridge height of between 6.2m and 6.5m would be similar in size and scale to other bungalows in wood Road. The dormer windows are designed with pitched roofs to provide compatibility with the main roof and are not considered to be over-dominant or out of proportion.

- 7.15 When measured from the proposed block plan, the new dwellings would incorporate a garden area of 80m² and 70m². This would be in accordance with the Council's 70m² minimum amenity space requirements for dwellings of this size as set out in Table 2 in the Council's SPD on design.
- 7.16 The proposed dwellings are low rise with accommodation within the roofspace served by dormer windows to the front. The proposed materials would also match those of the surrounding area and would include brick and tile finishes. However, it is recommended that details of the materials are secured by condition.
- 7.17 The proposed dwellings are located in general with the prevailing building line and is considered to be in proportion with the scale of other dwellings in Wood Road and the layout is not considered to harm the street scene within Petts Lane. The overall design of the proposal is therefore considered to be in accordance with the objectives with policy EN1 and the NPPF in design terms.

Density

- 7.18 Policy HO5 of the CS&P DPD states that within existing residential areas that are characterised predominantly by family housing rather than flats, new development should generally be in the range of 35 to 55 dwellings per hectare. In higher density areas including those characterised by a significant proportion of flats and those containing employment areas, this increases to a range of 40 to 75 dwellings per hectare.
- 7.19 The proposal would have a density of 40 dwellings per hectare which fits within the range required in the CS&P DPD and it is therefore considered that the proposal would comply with the objectives of policy HO5.

Future Occupiers

- 7.20 The nationally described Technical Housing Standards (THS) (March 2015) stipulate minimum floorspace requirements for variously sized units. Relevant to the current application, the THS states that a three-bedroom, 5 x person dwelling, set over two storeys should be provided with a minimum internal floor area of at least 93m².
- 7.21 The proposed dwellings, would have in internal floor area of approximately 106m² which would exceed the THS minimum requirements. The bedroom sizes also comply with the requirements of providing a floor area of at least 11.5 m² for double bedrooms and 7.5 m² for single bedrooms and also provides the requisite width.

- 7.22 The proposed dwellings would also be provided with 80m² and 70m² of amenity (garden) space respectively, in adherence to the Council's minimum 70m² guidance. The dwellings are therefore considered to comply with and exceed the minimum amenity requirements for future occupiers.

Residential Amenity

- 7.23 Policy EN1 states that proposals for new development should achieve a satisfactory relationship to adjoining properties, avoiding significant harmful impacts in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk proximity or outlook. At paragraph 3.6, the Council's SPD on design states that most developments will have some impacts on neighbours. The aim should be to ensure that the amenity of adjoining occupiers is not significantly harmed. It is also acknowledged that the Council has received a number of letters of representation which object to the proposal on amenity grounds.
- 7.24 The Council's SPD on design contains a 45° vertical guide for two storey dwellings which is not considered to be applicable for these bungalows which contain dormer windows to the front. Careful consideration has been given to the potential impacts upon the adjoining property to the south at 89 Wood Road. This has side facing windows at both ground floor and first floor level, including one window to a dining room which is the only source of light and outlook to this room. Given that a separation distance of 0.5m is maintained to the boundary with 68 Wood Road and with the eaves height being 3.1m at the point closest to this neighbouring property, with the roof sloping away from the boundary, no materially adverse impacts in terms of any loss of light or outlook are considered to arise from this window. No dormer windows are proposed to the southern elevations on this side of the plot adjoining no. 68 Wood Road.
- 7.25 Due to the relationship with the properties opposite in both Wood Road and Petts Lane, including no. 2 Barley Mow Way to the rear, there is not considered to be any harm to other neighbouring properties with regard to outlook and loss of light.
- 7.26 In terms of privacy, the proposed dwellings would incorporate ground floor windows and rooflights on the southern elevation facing to the side of 89 Wood Road. As such, no overlooking is considered to arise to this property. The proposed dormer windows face outwards towards either Wood Road and Petts Road and are at a height commensurate with the first-floor windows on adjoining two storey dwellings. However, the dormer windows are set within the roof plane and therefore further away from the boundary than a standard two storey building. This separation distance across a two lane road is sufficient to ensure there will be no loss of privacy to adjoining properties opposite in Wood Road or Petts Lane. The area is a relatively densely developed urban area and to an extent, these windows are what is reasonably expected in such an area with a number of properties adjoining each other.

- 7.26 The proposal is therefore considered to be in accordance with the objectives of policy EN1 in amenity terms.

Parking & Highways

- 7.27 Policy CC2 of the CS&P DPD states that the Council will seek to secure more sustainable travel patterns by only permitting traffic generating development where it is or can be made compatible with transport infrastructure in the area taking into account access and egress to the public highway and highway safety. Policy CC3 states that the Council will require appropriate provision to be made for off-street parking in accordance with its parking standards.
- 7.28 At paragraph 111, the NPPF states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.
- 7.29 The proposal shows two off street parking spaces for each dwelling, with two spaces accessing Wood Road and the other spaces fronting Petts Lane.
- 7.30 The Council's Parking Standards (updated September 2011), stipulate that a three bedroom dwelling (over 80sqm floor area) should be provided with a minimum of 2.25 off-street car parking spaces per dwelling. The Council would therefore normally expect to see a minimum of 5 off-street car parking spaces across both units.
- 7.31 The parking standards allow for a lower levels of provision in the borough's four town centres, where access to public transportation is generally high. Any shortfall will be assessed against the distance from public transport nodes, the frequency and quality of bus and train services, the availability of quality pedestrian and cycle routes, and the range and quality of facilities supportive of residential development within a reasonable walking distance of the site.
- 7.32 The application site is not located within one of the borough's four town centres, where lower provision is allowed. However, the site is situated a short distance from Laleham Road, Shepperton, which has a regular bus route linking Staines and Kingston upon Thames.. The property is also located a short distance from amenities on Laleham road at the junction with Wood Road and also at the Watersplash Road and Sheep Walk junction. As such, whilst located outside of the one of the borough's four town centres, Officers consider that a single space shortfall would be satisfactory in this instance.
- 7.33 Notwithstanding the shortfall, it is recommended that a condition is imposed, requiring that the parking spaces are maintained for parking to minimise any potential issues with on-street parking. It is also considered necessary to impose a condition requiring the provision of an electric vehicle charging point.
- 7.34 The Council has also consulted the County Highway Authority (CHA), who commented that *'The CHA does acknowledge the parking concerns raised from residents and the fact that Petts Lane is a narrow road. However, as off*

street parking is to be provided for both dwellings. The off street parking meets the SCC Vehicle, Cycle and Electric Vehicle Parking Guidance for New Development 2023 maximum parking levels. Based on all of this, the CHA has no highway safety concerns. Considering the sustainability credentials of the site, it is deemed unlikely that parking demand would result in a detrimental impact to highway safety or capacity’.

- 7.35 The CHA having assessed the application on safety, capacity and policy grounds has recommended that a condition is attached to the decision notice requiring the provision of cycle storage, in accordance with the submitted plans. The proposal is, therefore, acceptable on highway and parking grounds.

Flooding

- 7.36 The Council's records show that the majority of the site is located within the 1 in 1000-year flood event area (Flood Zone 2) with a small part to the east of the site being within the 1 in 100-year flood event area (Flood Zone 3a) which does not include any built structures as proposed. The Council's SPD on Flooding (July 2012) and the Planning Practice Guidance (PPG), both advise that 'more vulnerable uses' in flooding terms, which includes new dwellings, can be acceptable in this flood zone.
- 7.37 In terms of the sequential approach, the Council' SPD on Flooding states that studies of land availability for housing and employment have shown that land in flood zones 1 and 2 will be needed to meet housing needs over the next 15 years. Whilst the SPD is some 11 years old, housing needs have significantly increased since publication and in this respect is still considered to be a material consideration in terms of decision making the current proposal is considered to be an acceptable use in this flood zone.
- 7.38 The conditions recommended by the Environment Agency in its standing advice are also recommended to be attached to the decision notice. The proposal will then be considered to adhere to policy LO1 flood storage and capacity terms.
- 7.39 It is also considered that a safe, dry means of escape from the dwellings in a flood event is available for future occupiers.

Other Matters

- 7.40 Given the scale of the proposal, it is considered necessary to remove permitted development rights from the properties in the interests of the character of the area and residential amenity. It is considered that such a conditioning this removal meets the conditions test set out in the NPPF.
- 7.41 In total the Council has received 10 letters of representation. Of the issues raised not already covered in this report, matters relating to asbestos and renewable energy are covered by conditions. It is not considered that an objection could be sustained on wildlife grounds with no evidence of significant wildlife on the site and on the lack of a pavement on the Petts Lane

side of the plot. The comments regarding disability access are noted, however the raised floor levels are to meet the predicted flood levels and are therefore deemed to be acceptable. Compliance with the Building Regulations are reviewed through the Building Regulations process and Part M4(2) of the Regulations is currently an optional standard. While the proposal is for bungalows which may benefit elderly or disabled owners, the properties include accommodation within the roofspace and three bedrooms.

Financial Considerations

- 7.42 Under In S155 of the Housing and Planning Act 2016, Local Planning Authorities are required to ensure that potential financial benefits of certain development proposals are made public when a Local Planning Authority is considering whether or not to grant planning permission for planning applications which are being determined by the Council's Planning Committee. A financial benefit must be recorded regardless of whether it is material to the Local Planning Authority's decision on a planning application, but planning officers are required to indicate their opinion as to whether the benefit is material to the application or not. In consideration of S155 of the Housing and Planning Act 2016, the proposal would generate New Home Bonus which is an economic benefit. It is a CIL chargeable development and will generate a CIL Payment of approximately £22,643. This is a mitigation against the development. The proposal will also generate Council Tax payments which is not a material consideration in the determination of this proposal.

Equalities Act 2010

- 7.43 This planning application has been considered in light of the Equality Act 2010 and associated Public Sector Equality Duty, where the Council is required to have due regard for:
- 7.44 The elimination of discrimination, harassment and victimisation; The advancement of equality of opportunity between persons who share a relevant protected characteristic and person who do not share it; The fostering of good relations between persons who share a relevant protected characteristic and person who do not share it; which applies to people from the protected equality groups.

Human Rights Act 1998

- 7.45 This planning application has been considered against the provisions of the Human Rights Act 1998.
- 7.46 Under Article 6 the applicants (and those third parties who have made representations) have the right to a fair hearing and to this end full consideration will be given to their comments.
- 7.47 Article 8 and Protocol 1 of the First Article confer a right to respect private and family life and a right to the protection of property, i.e. peaceful enjoyment of

one's possessions which could include a person's home, and other land and business assets.

- 7.48 In taking account of the Council policy as set out in the Spelthorne Local Plan and the NPPF and all material planning considerations, Officers have concluded on balance that the rights conferred upon the applicant/ objectors/ residents/ other interested party by Article 8 and Article 1 of the First Protocol may be interfered with, since such interference is in accordance with the law and is justified in the public interest. Any restriction of these rights posed by the approval of the application is legitimate since it is proportionate to the wider benefits of such a decision, is based upon the merits of the proposal, and falls within the margin of discretion afforded to the Council under the Town & Country Planning Acts.

Conclusion

- 7.49 Policy HO1 states that the Council will ensure that provision is made for housing by encouraging housing development, including redevelopment, infill, conversion of existing dwellings and the change of use of existing buildings to housing, on all sites suitable for that purpose taking into account other policy objectives.
- 7.50 As highlighted above, the Council cannot currently demonstrate a 5-year housing supply. Where a 5-year supply cannot be demonstrated, the NPPF states that planning permission should be granted unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against the framework as a whole.
- 7.51 The proposal provides two new dwellings on a brownfield plot replacing a redundant community facility. The proposal also includes associated parking spaces and external amenity space.
- 7.52 The proposed dwelling is considered to have an acceptable impact upon the character and appearance of the area, the amenity of neighbouring and adjoining dwellings, parking provision and the 1 in 1000 year flood event area. The proposal is therefore considered to comply with the objectives of policy EN1, Policy CC2, Policy CC3, Policy LO1 and Policy HO1, and is recommended for approval.

8.0 Recommendation

GRANT planning permission subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of two years from the date of this permission.

Reason:- This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans Wood Road Shepperton_23-03-23_01 Layout 4, received 02/05/2023; Wood Road Shepperton_23-03-23_01 Layout 1; Wood Road Shepperton_23-03-23_01 Layout 2 Received 03.03.2023); Wood Road Shepperton_23-03-23_01 Layout 5; Wood Road Shepperton_23-03-23_01 Layout 6; Wood Road Shepperton_23-03-23_01 Layout 7; Wood Road Shepperton_23-03-23_01 Layout 8; Wood Road Shepperton_23-03-23_01 Layout 9; Wood Road Shepperton_23-03-23_01 Layout 10 received on 05/06/2023 and Wood Road Shepperton_23-03-23_01 Layout 3 Received 07.06.2023)

Reason:-.For the avoidance of doubt and to ensure the development is completed as approved.

3. No development above damp course level shall take place until details of the materials to be used for the external surfaces of the buildings and surface material for parking areas are submitted to and approved by the Local Planning Authority. The development shall then be constructed in accordance with the approved materials and detailing.

Reason:-.To ensure that the proposed development does not prejudice the appearance of the development and the visual amenities and character of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

4. Following construction of any groundwork and foundations, no construction of development above damp course level shall take place until a report is submitted to and agreed by the Local Planning Authority which includes details and drawings demonstrating how 10% of the energy requirements generated by the development as a whole will be achieved utilising renewable energy methods and showing in detail the estimated sizing of each of the contributing technologies to the overall percentage. The detailed report shall identify how renewable energy, passive energy and efficiency measures will be generated and utilised for each of the proposed buildings to meet collectively the requirement for the scheme. The agreed measures shall be implemented with the construction of each building and thereafter retained

Reason:-.To ensure that the development is sustainable and complies with Policy SP7 and CC1 of the Spelthorne Development Plan Core Strategy and Policies DPD.

5. Prior to the occupation of the development, details of a scheme of the means of enclosure shall be submitted to and approved in writing by the Local Planning Authority indicating the positions, design, materials and type of boundary treatment to be erected. The boundary treatment shall be completed before the buildings are occupied. Development shall be carried out in accordance with the approved details and maintained as approved.

Reason:-.To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and the appearance of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

6. No development shall take place until:-
- (i) A comprehensive desk-top study, carried out to identify and evaluate all potential sources and impacts of land and/or groundwater contamination relevant to the site, has been submitted to and approved in writing by the Local Planning Authority.
 - (ii) Where any such potential sources and impacts have been identified, a site investigation has been carried out to fully characterise the nature and extent of any land and/or groundwater contamination and its implications. The site investigation shall not be commenced until the extent and methodology of the site investigation have been agreed in writing with the Local Planning Authority.
 - (iii) A written method statement for the remediation of land and/or groundwater contamination affecting the site shall be agreed in writing with the Local Planning Authority prior to the commencement of remediation. The method statement shall include an implementation timetable and monitoring proposals, and a remediation verification methodology.

The site shall be remediated in accordance with the approved method statement, with no deviation from the statement without the express written agreement of the Local Planning Authority.

Reason:-.To protect the amenities of future residents and the environment from the effects of potentially harmful substances.

NOTE

The requirements of the above Condition must be carried out in accordance with current best practice. The applicant is therefore advised to contact Spelthorne's Pollution Control team on 01784 446251 for further advice and information before any work commences. An information sheet entitled "Land Affected By Contamination: Guidance to Help Developers Meet Planning Requirements" proving guidance can also be downloaded from Spelthorne's website at www.spelthorne.gov.uk.

In accordance with policies SP6 and EN15 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

7. Prior to the first use or occupation of the development, and on completion of the agreed contamination remediation works, a validation report that demonstrates the effectiveness of the remediation carried out, including the 'installation and verification' report of the gas protection measures, shall be submitted to and agreed in writing by the Local Planning Authority. Authority.

Reason:-.To protect the amenities of future residents and the environment from the effects of potentially harmful substances.

NOTE

The requirements of the above Condition must be carried out in accordance with current best practice. The applicant is therefore advised to contact Spelthorne's Pollution Control team on 01784 446251 for further advice and information before any work commences. An information sheet entitled "Land Affected By Contamination: Guidance to Help Developers Meet Planning Requirements" proving guidance can also be downloaded from Spelthorne's website at www.spelthorne.gov.uk.

8. The development hereby approved shall not be occupied unless and until 2 parking spaces, one for each proposed dwelling, are provided with fast-charge Electric Vehicle charging points are provided (current minimum requirements - 7 kw Mode 3 with Type 2 connector - 230v AC 32 Amp single phase dedicated supply), and two cycle spaces for each proposed dwelling are provided, in accordance with a scheme to be submitted and approved in writing to the Local Planning Authority and thereafter retained and maintained to the satisfaction of the Local Planning Authority.

Reason:-.In order that the development makes suitable provision for sustainable travel, in accordance with the sustainable objectives of Chapter 9 "Promoting sustainable transport" of the National Planning Policy Framework 2019, and policies CC2 and CC3 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

9. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking and re-enacting that Order), no extensions, roof alterations or outbuildings shall be erected to the residential development hereby permitted without the prior planning permission of the Local Planning Authority.

Reason:-.In the interests of the character of the area and the amenity of neighbouring and adjoining dwellings.

10. No construction or demolition work shall take place until a refurbishment and demolition asbestos survey has been submitted to and approved in writing by the Local Planning Authority. For the removal of asbestos containing materials: a) A Risk Assessment and Method statement is to be agreed in writing by the Local Planning Authority, so that the removal and disposal of asbestos containing materials is appropriately managed. b) The agreed methodology and mitigation measures shall be implemented in accordance with the approved details and a completion report (including waste disposal information) should be submitted for approval.

Reason:-.To protect the future site users and neighbours from harmful substances

11. There shall be no raising of existing ground levels on the site within the area liable to flood, other than in accordance with the approved details.

Reason:-.To prevent the increased risk of flooding due to impedance of flood flows and reduction in flood storage capacity in accordance with policies SP1, SP7 and LO1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

12. All spoil and building materials stored on site before and during construction shall be removed from the area of land liable to flood upon completion.

Reason:-.To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity in accordance with policies SP1, SP7 and LO1 of the Spelthorne Borough Core Strategy and Policies

13. Prior to occupation, facilities within the curtilage of the site for the storage of refuse and recycling materials shall be submitted to and approved by the Local Planning Authority. The agreed details shall be implemented prior to the occupation of the development hereby approved and retained thereafter.

Reason:-. To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and the appearance of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

14. No part of the development shall be first occupied unless and until the proposed vehicular accesses to the proposed dwellings, via Wood Road and Petts Lane respectively, have been constructed and provided with visibility zones in accordance with the approved plan (Wood Road Shepperton_23-03-23_01 Layout 4, amended on 02/05/2023) and thereafter the visibility zones shall be kept permanently clear of any obstruction over 0.6m high.

Reason:-. In order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and accord with the National Planning Policy Framework 2021 and policy CC2 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009. Strategy and Policies Development Plan Document 2009.

15. The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles and cycles to be parked. Thereafter the parking area shall be retained and maintained for its designated purpose.

Reason:-. In order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and accord with the National Planning Policy Framework 2021 and policy CC2 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

Informatives

1. You are advised that the Council will expect the following measures to be taken during any building operations to control noise, pollution and parking:
 - (a) Work that is audible beyond the site boundary should only be carried out between 08:00hrs to 18:00hrs Monday to Friday, 08:00hrs to 13:00hrs Saturday and not at all on Sundays or any Public and/or Bank Holidays;
 - (b) The quietest available items of plant and machinery should be used on site. Where permanently sited equipment such as generators are necessary, they should be enclosed to reduce noise levels;
 - (c) Deliveries should only be received within the hours detailed in (a) above;

(d) Adequate steps should be taken to prevent dust-causing nuisance beyond the site boundary. Such uses include the use of hoses to damp down stockpiles of materials, which are likely to generate airborne dust, to damp down during stone/slab cutting; and the use of bowsers and wheel washes;

(e) There should be no burning on site;

(f) Only minimal security lighting should be used outside the hours stated above; and

(g) Building materials and machinery should not be stored on the highway and contractors' vehicles should be parked with care so as not to cause an obstruction or block visibility on the highway.

Further details of these noise and pollution measures can be obtained from the Council's Environmental Health Services Unit. In order to meet these requirements and to promote good neighbourliness, the Council recommends that this site is registered with the Considerate Constructors Scheme (www.ccscheme.org.uk/index.php/site-registration).

2. The applicant is advised that the essential requirements for an acceptable communication plan forming part of a Method of Construction Statement are viewed as:

(a) how those likely to be affected by the site's activities are identified and how they will be informed about the project, site activities and programme;

(b) how neighbours will be notified prior to any noisy/disruptive work or of any significant changes to site activity that may affect them;

(c) the arrangements that will be in place to ensure a reasonable telephone response during working hours;

(d) the name and contact details of the site manager who will be able to deal with complaints; and

(e) how those who are interested in or affected will be routinely advised regarding the progress of the work. Registration and operation of the site to the standards set by the Considerate Constructors Scheme (<http://www.ccscheme.org.uk/>) would help fulfil these requirements.

3. In accordance with Approved Document S of the Building Regulations, as of 15 June 2022 you may be required to install electric vehicle charging facilities.

4. In order to meet best-practice, gas-fired boilers should meet a minimum standard of <40mgNOx/kWh.

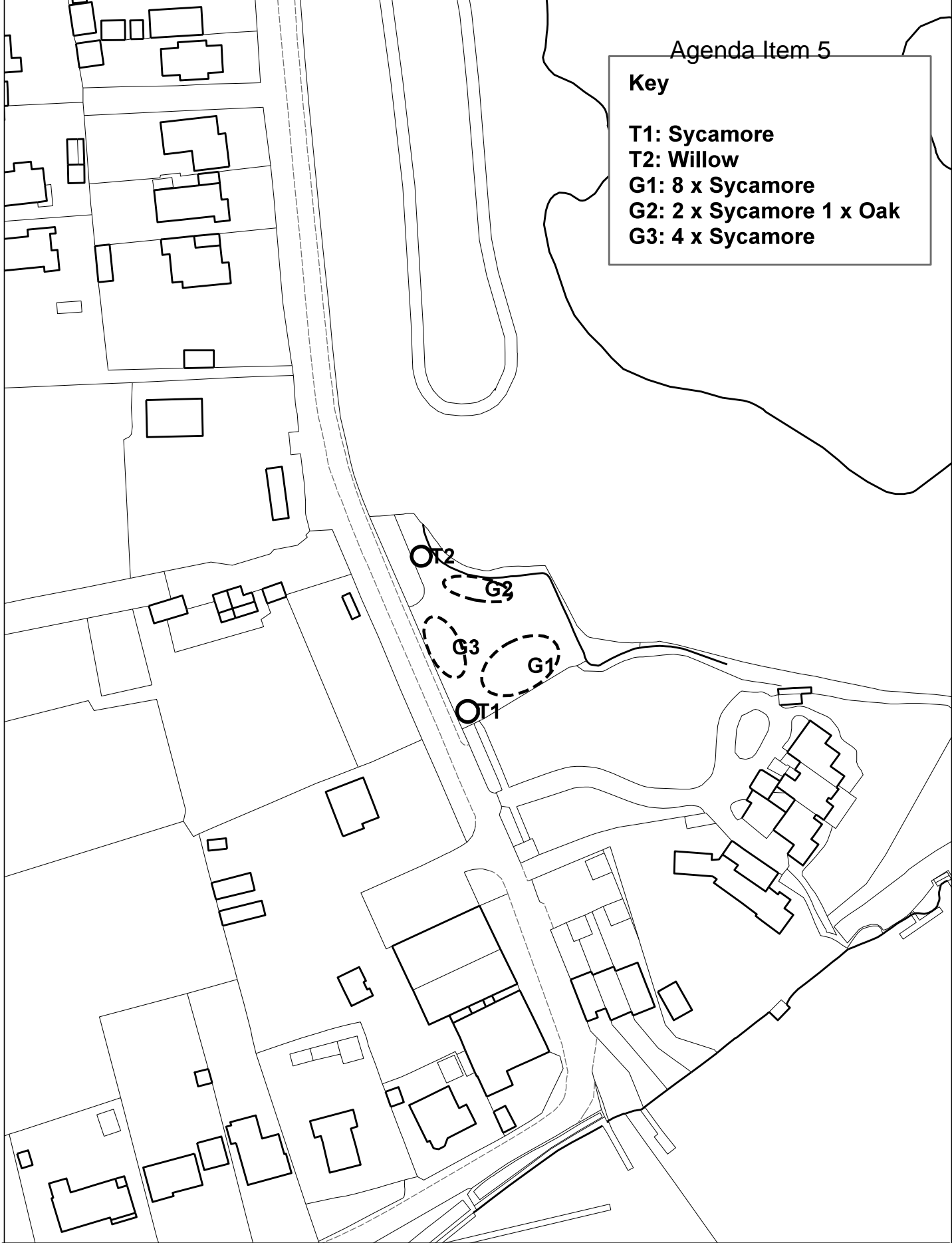
5. It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Electric Vehicle Charging Points shall be provided in accordance with the Surrey County Council Vehicular, Cycle and Electric Vehicle Parking Guidance for New Development 2022.

6. The applicant is expected to ensure the safe operation of all construction traffic to prevent unnecessary disturbance obstruction and inconvenience to other highway users. Care should be taken to ensure that the waiting, parking, loading and unloading of construction vehicles does not hinder the free flow of any carriageway, footway, bridleway, footpath, cycle route, right of way or private driveway or entrance. The developer is also expected to require their contractors to sign up to the "Considerate Constructors Scheme" Code of Practice, (www.ccscheme.org.uk) and to follow this throughout the period of construction within the site, and within adjacent areas such as on the adjoining public highway and other areas of public realm.
7. The permission hereby granted shall not be construed as authority to carry out any works on the highway. The applicant is advised that prior approval must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, or verge to form a vehicle crossover to install dropped kerbs. www.surreycc.gov.uk/roads-and-transport/permits-and-licences/vehicle-crossovers-or-drop-ped-kerbs
8. Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage
9. The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).

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Key

- T1: Sycamore**
- T2: Willow**
- G1: 8 x Sycamore**
- G2: 2 x Sycamore 1 x Oak**
- G3: 4 x Sycamore**



TPO 285/2023

Land (The Paddock) To The North West Of Ladye Place, Riverbank Cottage And Bank Cottage, Adjacent To Ferry Lane, Shepperton, TW17 9LQ



TREE EVALUATION METHOD FOR PRESERVATION ORDERS ASSESSMENT

Surveyor: Stewart Bee Date: 18/1/23

Owner: _____

Location: The Paddock to the North West of Ladye Place, Riverbank Cottage, Bank Cottage and adjacent to Ferry Lane

Tree species: T1 Sycamore, G1 8 Sycamore, G2 2 sycamore and 1 oak, G3 4 Sycamore, T2 willow

PART 1: AMENITY ASSESSMENT

A) Condition and suitability for TPO (NB: Refer to guidance note for definitions)

Score	Condition	Suitability	Notes
5	Good	Highly suitable	After surveying the previous Area TPO we have selected 2 individual trees and 3 groups to be covered by a revised TPO. These are the better quality trees, the remainder are excluded because they are not of sufficient quality to merit a TPO. The assessment was aided by a Tree survey provided by the original owners
<u>3</u>	Fair	Suitable	
1	Poor	Unlikely to be suitable	
0	Unsafe	Unsuitable	
0	Dead	Unsuitable	

B) Remaining longevity and suitability for TPO (NB: Refer to 'Species guide in guidance note)

Score	Age	Suitability	Notes
5	100+	Highly suitable	Young mature trees
<u>4</u>	40 -100	Very suitable	
2	20 - 40	Suitable	
1	10 – 20	Just suitable	
0	<10	Unsuitable	

C) Relative public visibility & suitability for TPO (NB: Consider future potential refer to guidance note)

Score	Visibility	Suitability	Notes
5	Very large or large trees that are prominent landscape features	Highly suitable	Trees are prominent Ferry Lane
<u>4</u>	Large/medium trees clearly visible to the public	Suitable	
3	Medium/larger trees with limited view only	Just suitable	
2	Small/larger trees visible only with difficulty	Unlikely to be suitable	
1	Trees that are not visible to the public, regardless of size	Probably unsuitable	

D) Other factors (NB: Trees must have accrued 7 or more points (no zeros) to qualify)

Score	Factor	Notes
5	Principal components of arboricultural features, or veteran trees	None
4	Members of groups of trees that are important for their cohesion	
3	Trees with significant historical or commemorative importance	
2	Trees of good form, especially if rare or unusual	
<u>1</u>	Trees with none of the above additional redeeming features	

PART 2: EXPEDIENCY ASSESSMENT (NB: Trees must have accrued 9 or more points to qualify)

Score	Expediency	Notes
5	Known threat to tree	An Area TPO was originally placed on the trees but after a detailed inspection only the selected trees are now considered to be of sufficient quality to include in a new TPO
3	Perceived threat to tree	
<u>2</u>	Reasonably foreseeable threat to tree	
1	Threat to tree not reasonably foreseeable	
0	Tree known to be an actionable nuisance	

PART 3: DECISION GUIDE

Score	TPO	Total	Decision
Any 0	Do not apply TPO	3+4+4+1+2=14	
1-10	Does not merit TPO		
11-13	Possibly merits TPO		
14+	Definitely merits TPO		

Signature: Stewart Bee.....

FOR OFFICE USE ONLY:

TPO Reference No:	Tree Number	File Reference	Case officer

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Planning Committee

28 June 2023



	Tree Preservation Order
TPO No.	TPO 285/2023
Site Address	Land (The Paddock) to the north west of Ladye Place, Riverbank Cottage and Bank Cottage, adjacent to Ferry Lane Shepperton TW17 9LQ
Date Served	2 March 2023
Expiry Date	2 September 2023
Case Officer	Emily Archibald
Ward	Shepperton Town
Executive Summary	Confirmation of TPO 285/2023
Recommended Decision	Confirm without modification

MAIN REPORT

1. Details of Order

- 1.1 On 2 March 2023 Tree Preservation Order 285/2023 was served with immediate effect to protect 2 individual trees, (1 no. Sycamore, 1 no. Willow) 3 Groups (G1) of 8 no. Sycamores, (G2) of 2 no. Sycamores & 1 no. Oak, and Group (G3) of 4 no Sycamores on this site.
- 1.2 A copy of the Tree Preservation Order Map is attached as an Appendix.

2. Background

- 2.1 The trees are situated to the east of Ferry Lane and north west of Ladye Place in Shepperton. The subject trees are located across the site, all within fairly close proximity to one another. They are prominent and contribute to the distinctive tree line along Ferry Lane.
- 2.2 The site is situated within the Green Belt and it is also located within a 1-in-100 year (flood zone 3a) and 1-in-20 year (flood zone 3b) flood risk area.

- 2.3 In June 2022, the Planning Department received a Tree Preservation Order (TPO) request raising concerns that trees within the subject land were under significant threat due to the land being recently put up for sale.
- 2.4 After visiting the site in August 2022, the Council's Tree Officer noted that there are trees of varying ages which add to the verdant character of the area. The trees were considered worthy of protection, and as such, an Area TPO was served in the same month to protect the trees and to allow time for a more in-depth assessment of each tree or group of trees at a later date. An Area TPO protects all the trees that are present within an area at the time the Order was made. They are often used when the trees are at imminent risk of being felled and provides immediate protection before a detailed assessment can take place. The originally served Area Tree Preservation Order (277/2022) was withdrawn due to technical issues and the Area Order was re-served. (279/2022) Following this, the original owners submitted a Tree Survey for the Council's Tree Officer to consider which trees to be included and which to exclude from the new Tree Preservation Order.
- 2.5 Following a detailed site inspection in January 2023, the Council's Tree Officer assessed all the trees within the site and considered that 2 no. individual trees (1 x Willow and 1 x Sycamore), and 3 groups (G1-8x Sycamore trees, G2- 2 x Sycamore and 1 x Oak, and G3- 4 x Sycamore) located across the whole site, were suitable for a Tree Preservation Order. During this visit, the Tree Officer noticed that the land had been cleared of shrubs and vegetation, but no trees had been felled. In making the TPO to cover two individual trees and three groups, it was considered that the trees were in reasonable condition, and are prominent from Ferry Lane, providing amenity value and woodland character. A number of trees within the original Area TPO were considered not suitable for a Tree Preservation Order due to either poor form structures, unsuitable locations or visible decayed areas.
- 2.6 As a consequence a full Tree Preservation Order was provisionally served which superseded the original Area TPO. This protected individual trees and groups of trees on the site. The Local Planning Authority has 6 months, from 2 March 2023, to decide whether to confirm the Order, and will take into consideration any letters of representation received.

3. Third Party Representations

- 3.1 As required under the legislation all affected parties, including owners and adjoining neighbours were served with copies of the Tree Preservation Order.
- 3.2 One letter of representation, dated 3 May 2023, has been received from the landowners (see Appendix) raising objection against all trees covered in the order on the grounds set out below:

1. Applying for permission

This land has been bought to enjoy and there is no intention of taking down the trees that are on it. However, in order to look after these trees, the owner does not want to have to ask for permission.

2. Species

The trees are on private land and although some of them can be seen from the road, they are not of rare breed or of any notoriety.

3. Visibility of the trees

The Oak tree that is marked out in G2 on the TPO is being strangled by tree ivy, it is difficult to establish its species and is hidden from view of the road by other trees and saplings and only people that have permission to be on the land can see it, it is not in the public domain.

4. Health & Safety concerns

T1 is an example of a tree that needs help, it is right on the public highway, next to a parking area, at present it seems that the centre of the tree is rotting from the inside out and may soon pose a health and safety risk to the general public. The owners will look after the trees on their land but believe it is very unfair that permission is required to do this involving costs. (Officer note: there is currently no application fee to undertake works to a TPO tree).

5. TPO Process

The trees and the land itself have been neglected for the last 30 years and until the 'For Sale' sign in August 2022, the trees and the land were not of any concern. The site could have been used for a huge phone mast.

6. Cost & Time

This TPO on various groups of trees will make the job of caring for the trees time consuming and very difficult, as well as costly.

For these reasons it is considered by the owners that the proposed Order would be inappropriate and should not be confirmed.

4. **Comment**

- 4.1 In response to this representation the Council's Tree Officer has considered his assessment and has made the following observations:
- 4.2 **Applying for permission** – Applying for permission is free of charge, and if the requested work follows good practice it is granted within eight weeks. It would only be refused if the work was detrimental to the long-term health or structure of the trees.
- 4.3 **Species** – The trees do not need to be rare they just need to contribute to the street scene.
- 4.4 **Visibility of the trees** – Permission is not required to remove ivy. Further to this, the trees can also be viewed from Ferry Lane, the adjacent lake and the gardens of adjoining properties.
- 4.5 **Health & Safety concerns** – If a tree poses a safety risk, it can be dealt with quickly without the need to make a formal application. All requests for permission to undertake tree work are free of charge. All the trees selected for the revised TPO appeared sound and healthy and were showing no obvious signs of disease or decay at the time of inspection.

- 4.6 **TPO Process** – The land had been neglected and only the good quality trees were selected for the final group/individual TPO.
- 4.7 **Cost, time & additional work** – Any tree work requires an application, but as indicated above, there is no cost to submit the application. Furthermore, not all future owners may want to keep the trees therefore this TPO will allow the trees to be retained for the benefit of the public.

5. Conclusions

- 5.1 The submitted representation appears to be mostly concerned with the process of applying for the tree work, and the fact that some of the trees are considered to not be visible from Ferry Lane.
- 5.2 No evidence of the trees' health & safety concerns has been submitted by the owners. The trees selected for inclusion have been inspected by the Council's Tree Officer and an independent Arboricultural Consultant appointed by the former owners. They both concluded that the trees selected for the TPO were of suitable quality to warrant inclusion. Further to this, the retention of the trees would not necessarily prevent the owners from maintaining and improving the land; it would only involve an application, the cost of which is free, which should follow good practice.
- 5.3 The Tree Officer's assessment and the previous owners' tree survey allowed for a more detailed site inspection following the making of the Area TPO. The current (revised) TPO to be confirmed includes the better quality trees from the group; two individual trees and three groups. The remaining trees were excluded because they were not of sufficient quality to merit a TPO.
- 5.4 It is considered that any potential development of this area presents a threat to the trees and because of their wider amenity value, it is recommended that the TPO should be confirmed without modification.

Recommendation

Tree Preservation Order 285/2023 relating to Land (The Paddock) to the north west of Ladye Place, Riverbank Cottage and Bank Cottage, adjacent to Ferry Lane be confirmed without modification.



Major Applications

This report is for information only.

The list below comprises current major applications which may be brought before Planning Committee for determination. These applications have either been submitted some time ago but are still not yet ready for consideration or are recently received applications that are not ready to be considered by the Planning Committee. The background papers for all the applications are contained on the Council's website (Part 1 Planning Register).

All planning applications by Spelthorne Borough Council and Knowle Green Estates will be brought before the Planning Committee for determination, regardless of the Planning Officer's recommendation. Other planning applications may be determined under officers' delegated powers.

App no	Site	Proposal	Applicant	Case Officer(s)
20/00344/FUL	Thameside House South Street Staines-upon-Thames TW18 4PR	Demolition of existing office block and erection of 105 residential units in two buildings, with flexible commercial and retail space, associated landscaping, parking, and ancillary facilities. (Amended Application)	Spelthorne Borough Council	Russ Mounty

22/01591/RVC	Shepperton Marina Felix Lane Shepperton TW17 8NS	The variation of planning permission 07/00002/FUL for the use of the west lake for 205 boat moorings, removal of part land split, and erection of marina workshop building and clubhouse building, and the condition imposed through planning application 07/00002/AMD2, to allow for alterations to layout and walkways of the 205 moorings, including to the eastern moorings, moorings around the existing retained island, and moorings at the west bank of the lake.	Shepperton Marina Limited	Matthew Churchill
22/01615/OUT	Bugle Nurseries Upper Halliford Road Shepperton TW17 8SN	Outline application with approval sought for scale, access, and siting, with details of appearance and landscaping reserved, for the demolition of existing buildings and structures, removal of waste transfer facility and the redevelopment of the site for up to 80 residential units and the provision of open space and a play area, plus associated works for landscaping, parking areas, pedestrian, cycle and vehicular routes.	Angle Property (RLP Shepperton) LLP	Paul Tomson/ Kelly Walker

22/01666/FUL	Land At Ashford Road Ashford Road Shepperton TW15 1TZ	Demolition of the existing buildings/ structures including Ash House and Oak House in Littleton Road and redevelopment of the site with the erection of two buildings subdivided into seven units for speculative B2 general industrial, B8 storage and distribution, and E(g)(iii) light industrial purposes with ancillary offices, together with associated car parking, servicing, and landscape planting.	Urbox (Ashford) Ltd	Matthew Churchill
23/00058/FUL	Vacant Land Adjacent To The White House, White House Ashford Road Ashford TW15 3SE	Erection of a residential Block for 17 residential units, with associated parking, servicing, and landscaping / amenity provision	Lichfields on behalf of Spelthorne Borough Council	Russ Mouny
23/00070/FUL	Hazelwood Hazelwood Drive Sunbury-on-Thames TW16 6QU	Planning application for residential development comprising 67 units with the provision of landscaping, access, parking, and associated works.	Bellway and Angle Property (Sunbury) LLP	Russ Mouny

23/00098/FUL	Kingston Road Car Park Kingston Road Staines TW18 4LQ	Proposed mixed use development for new NHS Health and Wellbeing Centre, 184 residential flats, workspace, and refurbishment of the Oast House to provide community / arts / workspace use with potential for cafe and theatre, and servicing and landscaping / amenity provision, together with associated parking, with disabled parking and drop off space only on site, and a decked parking solution on the Elmsleigh Centre surface car park.	Lichfields on behalf of Spelthorne Borough Council	Russ Mounty / Drishti Patel
23/00173/RVC	Builders Merchant Moor Lane Staines-upon-Thames TW18 4YN	Application to vary condition 2 (plans condition) of planning permission 22/00891/RVC (which varied condition 2 of planning permission 18/01000/FUL) to allow the addition of balconies with fenestration to plots 6-11, dormer to replace roof light on plot 9 and creation of terraces and access doors to plots 1-5.	Shanly Homes	Susanna Angell
23/00388/FUL	Multi Storey Car Park Church Road Ashford TW15 2TY	Demolition of Multi-Storey Car Park and erection of a residential block for 42 no. residential units, with associated car parking, together with a further provision of public car parking spaces, and a ground floor commercial unit (Use Class E). Landscaping/public realm and access arrangements.	Lichfields on Behalf of Spelthorne Borough Council	Paul Tomson / Susanna Angell

23/00453/FUL	Matthew Arnold County Secondary School Kingston Road Staines-upon-Thames TW18 1PE	Installation of three new canopies to the south of the school building to create an external covered area.	Matthew Arnold School	Kelly Walker
23/00623/RVC	Works Langley Road Staines-upon-Thames TW18 2EJ	Variation of condition no. 2 (plan numbers) of planning permission 22/01584/RVC for the demolition of existing works building and erection of 22 dwellings including access, parking, landscaping and replacement substation to substitute plans with a minor material amendment involving the erection of a car port to service plot 7	Shanly Homes	Kelly Walker
23/00680/OUT	Land To The East Of Desford Way Ashford	Outline Planning Permission with all matters reserved except for access for a site to accommodate Travelling Showpeople (Sui Generis)	Ashford Corporation Ltd	Paul Tomson / Kelly Walker

If you wish to discuss any of these applications, please contact the case officer(s) in the first instance.

Esmé Spinks
 Planning Development Manager
 13/06/2023

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Planning Committee

28 June 2023

Planning Appeals Report – V1.0 ISSUED

Appeals Started between 15 May – 13 June 2023

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
22/00580/FUL 10 Squires Road Shepperton TW17 0LQ	12.06.2023	Written Representation	APP/Z3635/W/23/3314395 Replacement of single dwelling with three dwellings as shown on drawings numbered JMRP/1/LOC, X1 and X3 recieved on 22 April 2022 and amended drawings numbered JMRP/1/OD12, 13, 20, 21, 24 and 25 all Rev C received on 28 September 2022.
23/00212/FUL	05.06.2023	Written Representation	APP/Z3635/W/23/3323562

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
Land To Rear Of 176 And 178 Feltham Road Ashford TW15 1AD			Erection of 2 no. two storey semi-detached houses with parking and amenity space.
19/00015/ENF Riverbank 1 The Creek Sunbury On Thames	07.06.2023	Public Inquiry	APP/Z3635/C/23/3320593 Appeal against serving of an Enforcement Notice. Without planning permission the unlawful development of a new dwelling house, garage, boathouse, associated terracing and planters, steps, walls, pillars and hardstanding.

Appeal Decisions Made between 16 May – 13 June 2023

None.

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments

PLANNING GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
ADC	Advert application
AMD	Amend (Non Material Amendment) – minor change to an application after planning permission has been given
AOD	Above Ordinance Datum. Height, in metres, above a fixed point. Used to assess matters of comparative heights in long distance views and flooding modelling
AQMA	Air Quality Management Area
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvements
CIL	Community Infrastructure Levy – A levy on housing development to fund infrastructure in the borough
CLEUD/CLD	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
CS&P DPD	Core Strategy and Policies Development Plan Document
COU	Change of use planning application
CPD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development is permitted development and does not require 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
DAS	Design and Access Statement. This 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 Local Plan, Minerals and Waste Plans. The Minerals and Waste Plans are prepared by Surrey County Council who has responsibility for these functions

DM	Development Management – the area of planning service that processes planning applications, planning appeals and enforcement work
DMPO	Development Management Procedure Order - This Order provides for procedures connected with planning applications, consultations in relation to planning applications, the determination of planning applications and appeals
DPH	Dwellings per Hectare (density)
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
EHO	Environmental Health Officer
ES	Environmental Statement prepared under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
FUL	Full planning application
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD' below)
HOU	Householder planning application
LBC	Listed Building Consent – consent to alter a listed building
LLFA	Lead Local Flood Authority
Local Plan	The current development policy document
LPA	Local Planning Authority
Material Considerations	Matters which are relevant in the determination of planning applications
MISC	Miscellaneous applications (usually a consultation by adjoining boroughs)
NPPF	National Planning Policy Framework, 2019. This is Policy issued by the Secretary of State detailing national planning policy within existing legislation
OUT	Outline planning application – obtaining the principle of development

PAP	Prior Approval application
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
PDDC	Permitted Development New Dwelling in commercial or mixed use
PDDD	Permitted Development prior approval new dwelling on detached buildings
PDDN	Permitted Development prior approval demolish and construct new dwellings
PDDS	Permitted Development prior approval enlarge dwelling by additional storeys
PDDT	Permitted Development prior approval new dwelling on terraced buildings
PDH	Permitted Development Householder prior approval
PDNF	Permitted Development prior approval new dwellings on flats
PDO	Permitted Development prior approval conversion of office to residential.
PINS	Planning Inspectorate responsible for determining planning appeals on behalf of the Secretary of State
PIP	Permission in Principle application
POCA	Proceeds of Crime Act. Used by LPAs to obtain confiscation orders against those committing offences under the Town and County Planning Act 1990 following successful conviction
PPG	National Planning Practice Guidance. This is guidance issued by the Secretary of State detailing national planning practice and guidance within existing legislation. It is also known as NPPG <i>National Planning Practice Guidance</i>
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
RMA	Reserved Matters application – this follows on from an outline planning permission and deals with some or all of the outstanding details of the outline application including: appearance, means of access, landscaping, layout and scale

RVC	Removal or Variation of Condition on a planning permission
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
SCAMD	Surrey County Council amended application (minor changes following planning permission)
SCC	Surrey County Council planning application
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the new Local Plan and in the determination of planning applications
Section 106 Agreement	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
SLAA	Strategic Land Availability Assessment
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
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. The largest influence on the Borough is the Thames Basin Heath SPA (often referred to as the TBH SPA)
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest is a formal conservation designation, usually due to the rare species of flora or fauna it contains
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”
T56	Telecom application 56 days to determine

TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TCA	Trees in a conservation area – six weeks’ notice to the LPA is required for works to trees in a conservation area. This gives an opportunity for the LPA to consider whether a tree preservation order should be made to protect the trees
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
Further definitions can be found in Annex 2 of the NPPF	

Esmé Spinks 13/01/2021

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