



Saxmundham Town Council

All Members of the **Planning and Development Control Committee** are summoned to attend a meeting on

Wednesday 2nd February 2022 at 6pm by ZOOM.

Members of the public who wish to join the meeting should contact the Assistant Town Clerk email: assistanttownclerk@saxmundham-tc.gov.uk and you will be sent a link.

1) Apologies for Absence

To receive apologies for absence.

2) Pecuniary/Non-Pecuniary Interests

Councillors to declare any Pecuniary or Non-Pecuniary Interests and consideration of any requests for dispensation. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.

3) Minutes of the Previous Meeting

To receive and approve the minutes of the meeting held 19th January 2022.

4) Open Forum

To invite the public to comment on any item on the agenda. The public may not join in the meeting itself.

5) To consider the following planning application.

DC/22/0011/FUL	Fairfield, North Entrance, IP17 1AS	Single storey rear extension
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6) To note any recent decisions on planning applications by East Suffolk Council.

7) Date and time of next meeting.

J. Morcom

Assistant Clerk to Saxmundham Town Council Tel: 01728 604595 Email: assistanttownclerk@saxmundham-tc.gov.uk

Date: 27th January 2022



Saxmundham Town Council

Minutes of the Meeting of the Planning & Development Control Committee 6pm on 19th January 2022 by ZOOM.

Councillors:

Cllr. John Fisher (Chair) Cllr. Roger Hedley-Lewis
Cllr Nigel Hiley

Also Present: Jenny Morcom,(Assistant Town Clerk (ATC)).

113/21PD	<u>Apologies for absence</u> There were no apologies for absence. The meeting was held by ZOOM because the ATC is self-isolating, and a member of the Committee is vulnerable due to a health condition.
114/21PD	<u>Pecuniary/Non-Pecuniary Interests</u> None declared.
115/21PD	<u>Minutes of the meeting held 22nd December 2021 and 12th January 2022</u> The Committee unanimously RESOLVED to approve the amended minutes of the meeting held 22nd December 2021, and the minutes of the meeting held 12th January 2022. Both sets of minutes will be signed and published when the ATC is back in the office.
116/21PD	<u>Open Forum</u> No members of the public had joined the meeting.
117/21PD	<u>Planning Applications</u> DC/21/5724/FUL: single and two storey extensions and other alterations to The Lodge, South entrance. The Committee unanimously RESOLVED to support the application as it is an improvement to the building.
118/21PD	<u>Recent Planning Decisions.</u> – none to report
119/21PD	The next meeting will be held on 2nd February 2022 at 6pm.

The meeting closed at 6.20 p.m.

Jennifer Morcom, Assistant Clerk to Saxmundham Town Council
The Town House, Station Approach
Saxmundham, IP17 1BW

Signed _____ Date _____



Householder Application for Planning Permission for works or extension to a dwelling.
Town and Country Planning Act 1990

Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

1. Site Address

Number	7
Suffix	
Property name	Fairfield
Address line 1	North Entrance
Address line 2	
Address line 3	
Town/city	Saxmundham
Postcode	IP17 1AS

Description of site location must be completed if postcode is not known:

Easting (x)	638582
Northing (y)	263470

Description

2. Applicant Details

Title	Mrs
First name	A
Surname	Manders
Company name	
Address line 1	7, North Entrance
Address line 2	
Address line 3	
Town/city	Saxmundham
Country	

2. Applicant Details

Postcode	<input type="text" value="IP17 1AS"/>
Are you an agent acting on behalf of the applicant?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

3. Agent Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="David"/>
Surname	<input type="text" value="Hart"/>
Company name	<input type="text" value="ABDS"/>
Address line 1	<input type="text" value="Unit 15"/>
Address line 2	<input type="text" value="Epsilon House"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Ipswich"/>
Country	<input type="text"/>
Postcode	<input type="text" value="IP39FJ"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

4. Description of Proposed Works

Please describe the proposed works:

Has the work already been started without consent?

Yes No

5. Materials

Does the proposed development require any materials to be used externally?

Yes No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

<input type="text" value="Walls"/>	
Description of existing materials and finishes (optional):	<input type="text"/>
Description of proposed materials and finishes:	<input type="text" value="Facing brickwork to match existing"/>

5. Materials

Roof

Description of existing materials and finishes (optional):

Description of proposed materials and finishes:

Felt flat roof

Windows

Description of existing materials and finishes (optional):

Description of proposed materials and finishes:

Powder coated aluminium

Doors

Description of existing materials and finishes (optional):

Description of proposed materials and finishes:

Powder coated aluminium

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes No

If Yes, please state references for the plans, drawings and/or design and access statement

21/10/0050, 21/10/0051

6. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development?

Yes No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes No

7. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

Yes No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

Yes No

8. Parking

Will the proposed works affect existing car parking arrangements?

Yes No

9. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

Yes No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent
 The applicant
 Other person

10. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes No

11. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

Yes No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

12. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person role

- The applicant
 The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

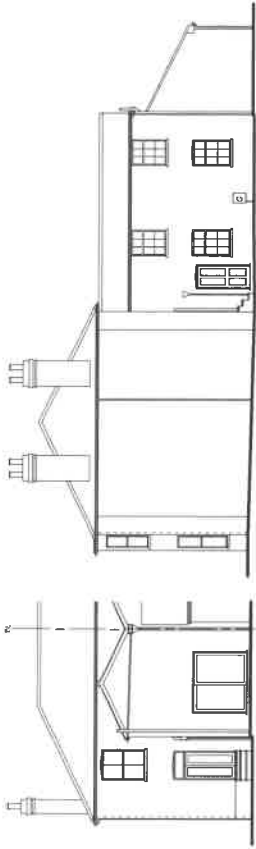
Declaration made

13. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

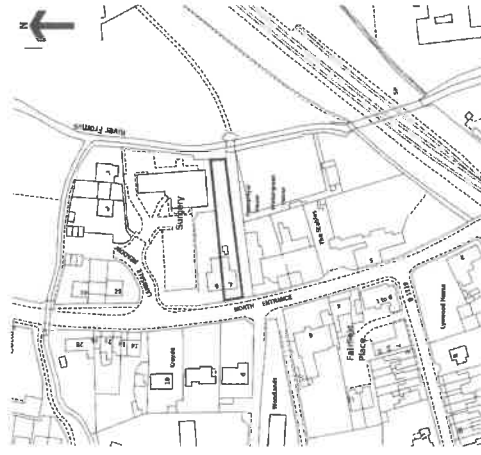
Date (cannot be pre-application)

Existing

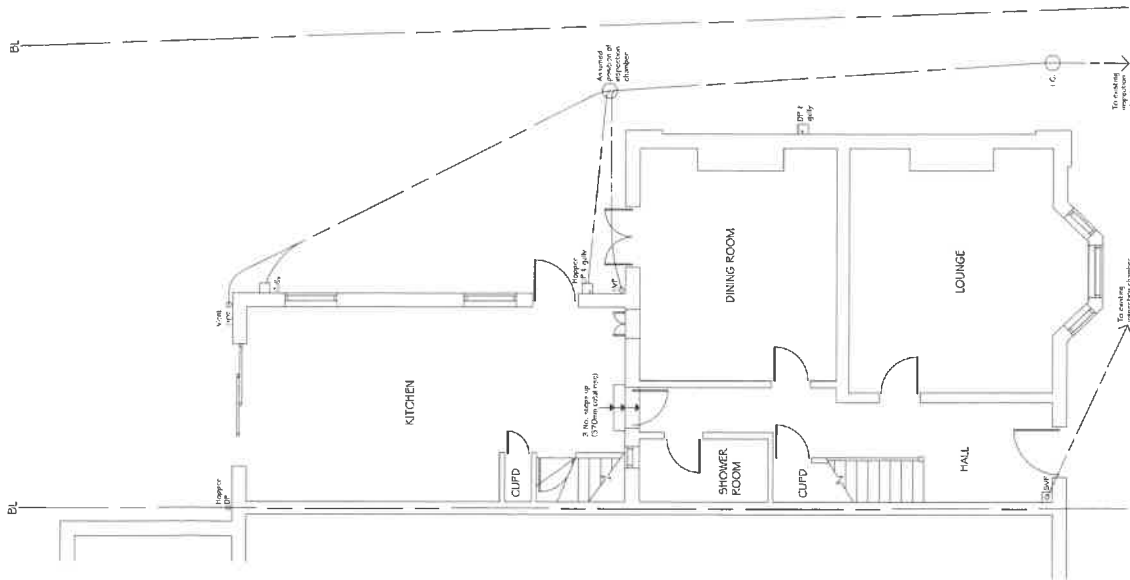


EXISTING REAR ELEVATION 1:100

EXISTING SIDE ELEVATION 1:100



LOCATION PLAN 1:1250



EXISTING GROUND FLOOR PLAN 1:50

**ARCHITECTURAL
BUILDING
DESIGN
SERVICES**

Unit L5
Esplanade
Wood Road
Ipswich
Suffolk
IP7 7JF

Tel: 01473 276101
Fax: 01473 276101
Mobile: 07939057877
E-mail: info@abd.org.uk
Website: www.abd.org.uk

DAVID HART ARCHITECT

Client Name and Site Address
Mrs A Manders
7 North Entrance
Surrey
Ipswich
IP7 7 JAS

Scale: 1:50
1:100
1:200
1:500
1:1000
1:2000
1:5000

Project: Existing

Drawing Number: 2/1/000050

Scale: 1:50, 1:100, 1:250

Revision: A1

Drawn: D.B.

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Item 6: Recent East Suffolk Planning Decisions.

Planning ref	Application date	Response deadline	Applicant name and site address	Proposal	STC response	ESC decision	Appeal date*
DC/5135/CLP	12 Nov	Not known	15 Felsham Rise, IP17 1EZ	Certificate of lawful use sought to extend sitting room into the garage	P and D 1 st Dec 2021 We are not able to comment of this	Permitted	

