

**South Willesborough and Newtown Community Council**  
**www.swancc.org.uk**

**Planning and Highways Committee 2<sup>nd</sup> November 2022**

**Minutes**

**The Chair opened the meeting at 19:00pm**

**In attendance:** - Andy Rogers (AR) (Chair), Paul Bohill (PB), Andy Hodges (AH) David Mullan (DM) Sarah Evans (SE) (Clerk).

**39/22 Apologies for absence and approval**

**Eric Parkinson a three-month absence agreed at Council for all meeting 3<sup>rd</sup> October 2022 - Approved**

**40/22 Declarations of pecuniary, other significant or voluntary interest**

**41/22 To agree minutes of the last Planning and Highways Committee meeting and sign. (attached)**

**Resolved: Having considered any comments made by full Council, the Minutes of the last meeting were agreed as a true record of proceedings and signed by the Chair  
Proposed DM Seconded AH and agreed unanimously.**

**42/22 To consider responses to Planning applications: -**

**1) PA/2022/2502 Newtown Railway Works, Newtown Road, Ashford, TN24 0PN**

Variation of condition 2 of planning permission 19/01694/AS to vary working to allow instances of minor and enabling work to be agreed separately.

**Resolved: Agreed unanimously to approve**

**a) Any other planning application brought to members' attention other than through Ashford Borough Council's new consultee portal and online viewing tool.**

**Application Reference**

[NOT/2022/5320](#)

Application Type

Initial Notice

Site Address

Joshna House, Crowbridge Road, Willesborough, Ashford, Kent TN24 0GR

Proposal

**Resolved: Agreed unanimously to approve**

Refurbishment of an existing two-storey office building, approx. 15,000 sq ft, back to CAT A, construction of new staircase to the main reception and associated structural alterations, formation of new WC's on ground and 1st floor, general refurbishment of common parts, new mechanical and electrical services including installation of VRF cooling/heating, new lighting and power and new fire detection system

**Resolved: Agreed unanimously to approve**

**Application Reference**

B) [FP/2022/5215](#)

Application Type

Full Building Regulations

Site Address

98 Canterbury Road, Willesborough, Ashford, Kent TN24 0BN

Proposal

Proposed rear dormer extension

Status

Commenced

**Resolved: Agreed unanimously this was on the planning list due to issues with the Portal**

C) [22/04414/AI](#)

Application Type

Initial Notice

Site Address

143 Canterbury Road, Willesborough, Ashford, TN24 0BQ

Proposal

Removal of internal load bearing wall

Your ref: BC/2022/0283

Status

Commenced

22/04369/DS

**Resolved: Agreed unanimously this was on the planning list due to issues with the Portal**

**D) Address 101 Cudworth Road, Willesborough, Ashford, TN24 0BE, Proposed Works, Dangerous structure. Reference required**

**Resolved: Agreed unanimously to approve and noted no reference due to issues with planning portal**

**E) [NOT/2022/2662/D11 5G Mast](#)**

**Members discussed this item and also noted the discussion through Council due to pre application correspondence**

**Resolved: Agreed unanimously to object to this application on the basis of obstruction to the clear view of the highway due to equipment, that this area had been cleared at SWANCC's request due to road traffic accidents, that the Newtown works was a much better siting for this facility and that it had been reported to AR as Observer to the Newtown Railway Works Development Company this**

**43/22 To review the functionality and effectiveness of Ashford Borough Council's new consultee portal and online viewing tool and make recommendations to Council**

Members completed a previously circulated questionnaire regarding the portal and the challenges therewith.

**Resolved: Agreed unanimously response to questionnaire.**

**Action: SE to complete questionnaire online with responses.**

**44/22 To receive and consider comments from residents on access/parking issues in Riverbank Way, agree actions and recommendations to Council (Referred to P&H Cttee by Council – Minute 165/22)**

**Resolved: Proposed AH Seconded SC agreed unanimously 1) To do a street by street analysis within Clerk working hours with SC on bin collection day and another day 2) To investigate with Ashford Borough Council the risk assessment for the Euro Bins on Riverbank Way, can they be manoeuvred or do they have to remain in situ, to investigate what Operators can do to assist the situation, 3) to investigate if any central points for refuse collection can be arranged and how this would impact on Operators and on local residents to clarify if they would be able to move their own bins to this point. 4) To adjust the parking notice to highlight being mindful of the need for refuse vehicles to travel the area and the issues that are occurring and agree it by email. 5) To recommend to Council the purchase of waterproof compostable bags are bought to protect windscreen notices.**

**Action 1) SE and SC to complete street by street analysis 2) SE To investigate points 2,3,4 and refuse collection dates**

**3) All members to agree the adjustment to the parking notice by email.**

**45/22 To consider expanding the polite parking car windscreen notices to Kings Prospect (deferred from July 2022) and agree**

**Resolved: Proposed AR Seconded DM Agreed Unanimously to print 20 notices per Councillor and bring to Council at next meeting and arrange all available members to distribute on Kings Prospect once over a weekend and once the day before refuse collection. Dates to be set at Council.**

**Action SE to print Parking Notices once agreed.**

**46/22 To update on the response from KCC motorcycle barriers and agree further actions for recommendation to Council**

**Members reviewed all correspondence to this item and had a lengthy discussion regarding the issues on residents and the investigations completed by PB with different mobility scooters and the issues that revealed. Members were also concerned on the impact on the local cycle network and were mindful of the need to question how any barriers to the cycle network in SWAN could be addressed.**

**Resolved Proposed SC Seconded PB and agreed unanimously 1) To contact KCC again and ask again for the costings of the barriers to be advised, 2) to check if the barriers are a national specification, 3) to query with the inter clerk forum similar measures in their areas and designs they have in place, 4) to contact the Bike App team to query if they approve of such barriers on the cycle network and consult Ani Chairing the Inter Clerks Forum who is working on this related project, 5) to request the design specification and measurements used on the barriers 6) To check the measurements, angles and tolerances applied and to ensure this is photographed and an evidence portfolio is gathered, 7) to renew endeavours to advertise for feedback from residents which were outstanding from the previous meeting**

**Actions Clerk and SC to complete items 1 and 2 and 5, 2) Clerk & AH to complete item 6) Clerk to complete all other actions and report to Committee.**

**47/22 To consider a verbal report from the Community Council Manager on outstanding actions for the Planning Committee.**

**SE gave a verbal report to advise of outstanding items since the last planning committee meeting. SE advised that due to the summer break the impact of the Queens death and staff sickness the**

following items had not been progressed. 1) Advertising for resident impact evidence on the motorcycle nuisance barriers over the Summer break, 2) The Community Plan Objective to review the area from the point of view of disabled access had not been completed over the Summer months, 3) AH had not been invited to give a report on challenges on Planning and Highways from the Gladstone Road and Newtown area as requested as his Co-Option.

**Resolved 1) As per item 46/22 this would be actioned over the next month, 2) To refer the issue to Council and ask if the objective should still be met by March and if any other members could assist if so or if the deadline needs to be moved. 3) AR requested AH to give his report and the following items were raised 1) Lorries much bigger than 7.5 tonnes are still traversing Newtown Road, daily cars are losing wing mirrors on Gladstone Road from vehicles too large delivering to local shops as well as further safety issues for drivers and pedestrians, That lorries had overturned into the gardens at the end of Newtown Road and this was a serious issue.**

**48/22 To agree the date of the next meeting as 14<sup>th</sup> December 2022 and items to be included on the agenda.**

**AR to review the items raised by AH, AH to consider the options to review the Highways Improvement Pack, PB an update on the motorcycle barriers be brought back.**

**Date agreed as 14<sup>th</sup> December 2022.**

There being no further business to discuss the Chair closed the meeting at 19:25.

Signed \_\_\_\_\_ Date \_\_\_\_\_