

## MINSTER-ON-SEA PARISH COUNCIL

Minutes of Minster-on-Sea Parish Council's (MPC) Planning and Transportation Committee Meeting dated 6<sup>th</sup> April 2023 held at Minster-on-Sea Parish Council [Public Office], Love Lane, Minster ME12 2LP from 7 pm to 9.30 pm.

Present: Councillors: Mr. M. Hawkins, Mr. P. MacDonald, Mr. B. Pointing, Mr J. Stanford (Chair) Mrs. J. Stimson and Mrs D. Wooster (Vice-Chair).

Quorum: 4

Officers: Trish Hamilton (Parish Clerk) and Mrs Donna Swarbrick (Administration Assistant)

Not present: Not applicable

Also present: 2 residents

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22/PT/101            Emergency Evacuation Procedure

The Chair advised the meeting of the evacuation procedures to follow in the event of an emergency.

22/PT/102            Apologies

**Resolved** that apologies received be accepted from Councillor Cllrs. Mr. K. Ingleton (undisclosed health reason) and Cllr. Mr. T. Nundy (work commitments) No other apologies were received.

22/PT/103            **Declarations of Interest**

**Summary:** Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner, or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

To this end, the Chair asked Members if they have any interests to declare in respect of items on this agenda, under the following headings:

- a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

- b) Disclosable Non-Pecuniary (DNPI) under the Code of Conduct adopted by the Council. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak, and vote on the matter.
- c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which they may have in any item on this agenda, they should seek advice from the Clerk as early as possible, and in advance of the meeting.

**Resolved** with no declarations forthcoming.

22/PT/104

Minutes

**Resolved** that the Minutes of the Planning and Transportation Committee Meeting held on 2<sup>nd</sup> March 2023 (Minute Nos. 22/PT/90- 100) (Pg. Nos 287 to 292) be adopted as read and approved and signed off by the Chair as a correct record. Councillors Mr. B. Pointing, and Mrs D. Wooster abstained from the vote due to not being present at that meeting.

22/PT/105

Matters Arising (For information only) included:-

The results of the Uncontested Election of Councillors for the Minster-on-Sea Parish Council wards - Minster East, Minster North and Minster South where those named were duly elected Parish Councillors for the said parish without contest. The notices can be viewed here :- <https://minsteronsea.uk/wp-content/uploads/2023/04/Result-of-Uncontested-Election-2023-1.pdf>

This information is displayed on the Parish Council's notice board, website and Facebook page in line with the statutory requirements.

22/PT/106

Public Representations on Planning Applications included:-

- Regards planning application 23/501091/FULL: Erection of single storey rear extension including 2no. rooflights, single storey side infill, part garage conversion and changes to fenestration. 16 Stanley Avenue, Minster-on-sea, Sheerness, Kent ME12 2EY : One neighbour made comments in support of the Planning Application. *"We support these plans fully. We think it will look lovely and provide the family with great, usable living space"*
- Regards planning application 23/501092/FULL: Proposed loft conversion to habitable room including 3no. Juliette balconies, 3no. rooflights and changes to fenestration. 16 Stanley Avenue, Minster-on-sea, Sheerness, Kent ME12 2EY, one neighbour objects to the Planning Application. *"Unfortunately, we are objecting to these plans on account of the Juliette Balconies on the back of the property. We feel Juliette balconies would be overlooking our entire garden and house. Velux windows would be preferred as it wouldn't impact our privacy. Apart from the Balconies issue we have to other problems with the rest of the plans."*

**Resolved** with the representations noted.

For any neighbours' comments please refer to the specific application on the Mid Kent Planning Portal.

*Clerk's advice: Any representations, publicised on the Mid Kent Planning Services Portal should be regarded as unproven. The Authority has published them in accordance with the requirements outlined in the Town and Country Planning Act 1990. They may not necessarily reflect the position of the planning application being commented upon.*

22/PT/107

To consider Planning & Transportation Applications including: -

### Support

23/501091/FULL: Erection of single storey rear extension including 2no. rooflights, single storey side infill, part garage conversion and changes to fenestration. 16 Stanley Avenue, Minster-on-sea, Sheerness, Kent ME12 2EY

23/501102/FULL: Loft conversion including installation of rear dormer and 2no. rooflights on front elevation. Internal alterations to staircase to facilitate loft conversion. Laburnum Villa, Parsonage Chase, Minster-On-Sea, Kent ME12 3JX  
**Comment:** Minster-on-Sea Parish Council's support is subject to adequate parking provision being in place and the proposal having no negative impact on neighbours' amenities.

23/501319/FULL: Demolition of existing attached garage, side extension and rear conservatory. Erection of a single storey side and rear extension including a front porch and changes to fenestration. 79 Scocles Road, Minster-on-sea, Sheerness, Kent ME12 3SB. **Comment:** Minster-on-Sea Parish Council believes the impact of the flat roof is mitigated from the front thanks to the tasteful design. As such, the proposal extends the living space without compromising neighbours' amenities and justifies the removal of the unattractive garage.

### Objection

23/501092/FULL: Proposed loft conversion to habitable room including 3no. Juliette balconies, 3 no. rooflights and changes to fenestration. 16 Stanley Avenue, Minster-on-sea, Sheerness, Kent ME12 2EY **Objection:** The impact of the design on the street scene on the Baldwin Road side is a concern. There are further concerns about overlooking and the potential for noise which could impact negatively on the amenities neighbours might reasonably be expected to enjoy with the potential for at least six properties perceived to be affected. This will result in intrusion and invasion of privacy for them. Furthermore, due to the proposal's close proximity to a public footpath, any noise element would be exacerbated and potentially disturb and / or deter people from using that footpath.

22/505981/FULL: Garage conversion into a habitable space including changes to fenestration and creation of 2 no. parking spaces on drive way. 47 Lady Winter Drive, Minster-on-sea, Sheerness Kent ME12 2GF **Objection:** The revised proposal does not resolve the Parish Council's previous concerns and subsequent strong objection. Members were dissatisfied with the scaling of the plans and concerned with the feasibility of squeezing two cars on what is ultimately an extremely narrow frontage. As such, the proposal will severely impact vehicular access for neighbours and other road users. There are also concerns about safe access to the dwelling and proposed garage conversion by the emergency services and disabled. The Parish Council asks for a site meeting to be convened as a way of determining the matter.

Also considered due to constraints regarding the time limitations in responding

was:

- 23/501291/FULL: Insertion of a dropped kerb: 9 Barton Hill Drive, Minster- ME12 3NE. **Comment:** Support.
- Request for the removal of a Disabled Parking Bay in the near vicinity of 19 Prince Charles Avenue, Minster. **Comment:** Minster-on-Sea Parish Council's support is subject to no objections being received from neighbours.

**Resolved** that except where noted no objections were raised on the above stated applications.

22/PT/108

To revisit Minster-on-Sea Parish Council's Highway Improvement Plan due to new suggestions being received from a Councillor which need to be considered for potential inclusion.

A Member's suggestion resulted in the following outcomes :-

1. Suggestion for a crash barrier to be installed at the bottom of Scocles road where Queen Anne Close is as cars have driven straight into other cars in there parking space due to the bend in the road – **No decision taken as Kent Highways input required.**
2. A request for width restriction as you leave Eastchurch Road going into Plough Road – **Needs further investigation, Members could not see an issue .**
3. Elm Lane where the horse-riding community want to see it as a Quiet Lane but would settle for signs saying 'Slow for Horses" - **A good suggestion to be followed up By Cllr. MacDonald.**

**Resolved** with the HIP Plan on hold until the outstanding issues above can be looked into further. Following on from this Kent County Council HIP Representative to be invited to a future meeting to discuss.

22/PT109

To consider Correspondence / Notices Received (For Information Only) included:-

Notification of Town and Country Planning Act 1990 (As Amended) – Planning Appeal Householder Application : An appeal has been made to the Secretary of State against Swale Borough Council's decision refuse permission for the application below:-

- Proposal: Erection of single storey side/rear extension to existing utility room. (Retrospective).Appeal Reference Number: APP/V2255/D/23/3314666:
- Location: Appleyard Barn Plough Road Eastchurch Kent ME12 4JH

This appeal will be determined on the basis of written representations. The Planning Inspectorate will publish appeal documentation, including copies of representations received, on the Planning Portal website. All information provided in your representation, including your name and address will be published. The Planning Inspectorate will publish copies of appeal decisions on the Planning Portal website at [www.planningportal.gov.uk/pcs](http://www.planningportal.gov.uk/pcs)

22/PT/110

Public Forum included :-

A resident claimed the following issues affected their property and potentially other properties (unconfirmed) in Lavender Avenue, Thistle Hill, Minster :-

- Southern Water – Alleged issues with drainage and flooding, and concerns about the location of water meters where some were deemed inaccessible
- Some Homeowners / occupiers not complying with Covenants regarding parking of working vehicles etc resulting in anti-social parking

Summary and Conclusion:- These matters fall outside of the Parish Council's remit due to the properties being privately owned. Therefore, to prevent the Council acting ultra vires i.e. beyond its legal power and authority, the onus must be for the owners / occupiers to pursue these matters privately or as a unit. Although the Council sympathised with the resident/s, its advice was [for the resident] to communicate directly with those under whose remit those responsibilities lie i.e. Southern Water (drainage) and Kent Police via the 101 telephone in situations where homeowners' vehicles block them from exiting their properties. One Member suggested that the resident consider setting up a Residents' Association so that those residents affected [subject to them being agreeable] could address the issues together to secure a solution. Other: The Parish Council was pleased to learn that the resident has gained the support of the Member of Parliament who was best placed to act as a facilitator to progress these matters.

**Resolved** with the representation and conclusion noted.

22/PT/111

Date of next meeting:- Thursday 4<sup>th</sup> May 2023 (7 pm)