

# Kelvedon Parish Council

The Old Bank, 63 High Street, Kelvedon, Essex, CO5 9AE

## Planning Committee

### Minutes

of the meeting held  
17 December 2019

**Present:** Cllr Jayatillake, Cllr Tremain, Cllr Minns, Cllr Caudwell-Smith, Cllr Pilbeam and Cllr Leach  
P Potter, Parish Clerk

*In the absence of the Chair, Councillors agreed that Cllr Jayatillake agreed to Chair the meeting.*

**P55/19-20 Election of Vice-Chair**

It was Proposed Cllr Jayatillake, Seconded Cllr Pilbeam and unanimously Resolved to elect Cllr Joshua as Vice-Chair for the remainder of the civic year.

**P56/19-20 Apologies for Absence**

Apologies were received and accepted from Cllr Martin, Cllr Goode and Cllr Ormond.

**P57/19-20 Declarations of Interest**

NJ: Work for owners of Clock House

**P58/19-20 Confirmation of Minutes**

- It was Proposed Cllr Jayatillake Seconded Cllr Pilbeam and unanimously Resolved that the minutes of the meeting held on 15 October 2019 (as amended) are a true record and were signed accordingly.
- It was Proposed Cllr Minns, Seconded Cllr Leach and unanimously Resolved that the minutes of the meeting held on 19 November 2019 are a true record and were signed accordingly.

**P59/19-20 Public Discussion**

None

**P60/19-20 Planning Applications**

To consider the applications received:

**60.1 Application no: 19/02019/HH – 6 London Road**

Proposed drop kerb and tarmac drive – Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously resolved to make no comment and no objection.

**60.2 Application no: 19/02069/LBC – The Clock House, Felix Hall Park, Hollow Road**

Internal alterations and external alterations to include replacement of french doors, alteration to fenestration and insertion of rooflight on south elevation – It was Proposed Cllr Pilbeam, Seconded Cllr Jayatillake and unanimously Resolved to support the application with the request that if it is approved, that a condition be imposed as requested by the Historic Buildings Officer for all new windows and doors are submitted for approval prior to the start of work.

- 60.3 Application no: 19/02074/LBC – 1A Swan Street**  
Installation of satellite dish onto rear of chimney. It was Proposed Cllr Jayatillake, Seconded Cllr Tremain to object to the application on the grounds that the satellite dish should be erected on a pole or freestanding structure in an unobtrusive position as requested by the Historic Environment Team.
- 60.4 Application no: 19/02163/HH & 19/02164/LBC - 1 Swan Street**  
Installation of double leaf, inward opening, five bar field gate for side address with a pedestrian gate across front of driveway. It was Proposed Cllr Jayatillake, Seconded Cllr Minns, and unanimously resolved to support the application provided that conditions relating to the detail of any works to any part of the listed buildings to which the gate posts are fixed, and all materials to be used, are submitted to BDC for approval, prior to commencement.
- 60.5 Application no: 19/02147/FUL – 5 & 6 Dowches Cottages, Church Road**  
Part single, part two-storey side and rear extension to no. 5 Dowches Cottages. Part single, part two-storey side and rear extension, front porch and provision of vehicular crossover to no. 6 Dowches cottages. It was Proposed Cllr Minns, Seconded Cllr Tremain and unanimously Resolved to support this application.
- P61/19-20 Late applications received after the agenda was published**  
None
- P62/19-20 To note decisions taken under delegated powers**  
**Application no: 19/00303/TPOCON – Yew Tree Cottage, 22 Church Street**  
**Notice of intent to carry out works to a tree in a Conservation Area – T1 Holly – Crown reduce by 20% i.e. 1.5 m maximum**  
Regular tree maintenance, no objection – noted.
- P63/19-20 Footpath No. 4 (Kelvedon)**  
If the application is brought through the Parish Council from ECC, then there would not be any objections to formalise this diversion. KPC will always seek to protect and ensure that PROW are preserved, but must still be maintained as a PROW.
- P64/19-20 Application no: 18/02297/FUL & 18/02298/LBC – The Orangery, Felix Hall Park, Hollow Road**  
**Alteration to the existing roof to create additional accommodation with full width glazing at first floor with flat roof and replacement of one blind window with a timber window in the existing extension and associated works**  
Committee noted that an appeal has been made to the Secretary of State following BDC's refusal of the above applications.
- P65/19-20 Application no: 19/02114/PLD – 2 Curlew Close**  
**Single storey side extension**  
For information only, no comment required – noted.
- P66/19-20 Date of Next Meeting**  
21 January 2020 at 8.00 pm in the Council Chamber.

Signed .....

Date .....