



EVESHAM TOWN COUNCIL



PLANNING AND ESTATES COMMITTEE

Notice is hereby given of the **PLANNING AND ESTATES COMMITTEE** will be held at the Council Chamber, Town Hall, on **MONDAY 28 OCTOBER 2019** at **6.30 pm** to which you are hereby summoned for the transaction of the business specified below

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 565700, email council@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of pecuniary or other interest including requests for dispensation (if any)**
- 3. To agree the Minutes of the meeting held on 30 September 2019 (attached)**
- 4. Planning Applications – To receive and consider planning applications received from Wychavon District Council since the last meeting of the Planning and Estates Committee or Town Council**
Report attached
- 5. Planning Decisions from Wychavon District Council**
Report to follow
- 6. Cushions to replace seat pads in the Council Chamber**
Report attached
- 7. Matters of urgency raised, for information only, at the discretion of the Chairman**
notice of which is to be given prior to the commencement of the meeting

Stuart Carter
Town Clerk

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Committee Circulation: Cllr Mrs S Amor (South) Ex-officio (Deputy Mayor), Cllr A Booth (Bengeworth), Cllr P Boyd (Twyford), Cllr Miss E Haynes (Great Hampton), Cllr M Goodge (Bengeworth) Ex-officio (Town Mayor), Cllr R Hale (Bengeworth), Cllr Mrs J Johnson (Avon), Cllr Mrs M Sale (South), Cllr Mrs J Sandalls (Twyford), Cllr Mrs S Schaathun (Little Hampton), Cllr Mrs C Smith (South)

Also circulated electronically to all other councillors for information

Minutes of the Meeting of the **PLANNING AND ESTATES COMMITTEE** held at 6.30 pm on **MONDAY 30 SEPTEMBER 2019** at the Council Chamber, Town Hall,

Those present:

Chairman: Cllr Mrs S Amor (Deputy Mayor)
Vice Chairman: Cllr A P Booth
Councillors: Cllr Miss E Haynes, Cllr Mrs J Johnson,
Cllr Mrs M Sale, Cllr Mrs J Sandalls,
Cllr Mrs S Schaathun,

Officer: Mrs C Chambers – Committee Clerk

Also present: Cllr A Dyke

34. Apologies for Absence

Apologies were received from Cllr M S Goodge (Town Mayor) and Cllr Mrs C Smith

35. Declarations of pecuniary or other interest including requests for dispensation (if any)

There were no declarations of interest.

36. Minutes of the Previous Meeting

The Town Clerk had circulated with the agenda the minutes of the meeting held on 19 August 2019. It was moved, seconded and **RESOLVED** to adopt the minutes as a true record.

37. Planning Applications

- a. 19/01979/FUL – Banbury & Evesham Area Quaker Meeting, 28 Cowl Street - Conversion of a dwelling and Quaker Meeting Children's Room to two flats. <https://plan.wychavon.gov.uk/plandisp.aspx?recno=100789>
It was moved, seconded and **RESOLVED** to recommend this application be approved.
- b. 19/01941/FUL & 19/01942/LB – Mr & Mrs Middleton, 45 High Street - Change of use of part of the ground floor, first floor, and second floor to three residential flats. <https://plan.wychavon.gov.uk/plandisp.aspx?recno=100751>
It was moved, seconded and **RESOLVED** to recommend that this application be refused, Concern was expressed that the ground floor retail space had limited storage and concern was expressed that there was limited parking facilities for the proposed accommodation and for the shop to unload. It was also recommended that the whole of the ground floor should be for retail use only.
- c. 19/01927/ADV – On behalf of Esso Petroleum Company Ltd, Cheltenham Road Service Station, Cheltenham Road, Pylon sign <https://plan.wychavon.gov.uk/plandisp.aspx?recno=100737>
This application was removed from the meeting as Wychavon DC had approved the application.
- d. 19/02055/FUL – Mr Nigel Gould, Evesham Sports Ground, Blind Lane - Replacement pavilion <https://plan.wychavon.gov.uk/plandisp.aspx?recno=100864>
It was moved, seconded and **RESOLVED** to recommend this application be approved.

38. Planning Decisions from Wychavon District Council

The following report was read at the meeting and **NOTED**

Planning No:	Applicant:	Address:	Brief Description	ETC:	WDC:
19/01415/FUL	Ms V Ashford	Berwyn Broadway Road	Change of use of land for siting of holiday homes	Approve	Approve
19/01711/HP	Mr/s Collett	27B Merry Brook	Rear Extension	Approve	Approve
19/01582/HP	Sue Fisher	36 Greenhill	Remove boundary wall and insert drop kerb	Refuse	Refuse
19/01660/FUL	Travis Perkins	Unit 7A Enterprise Way	Increased external storage height to 5M	Approve	Approve

39. Fencing Quote for Waterside Cemetery

The Town Clerk had circulated with the agenda a report which explained that over the past few years and noticeably since heavy winds/rainfall earlier this year, parts of the fencing at Waterside Cemetery had either blown away or had been removed due to damage. The report also included recent photos of the fence for Members information.

Officers had obtained 3 quotes from local companies for like for like replacements which were attached to the report. The report also recommended that any expenditure would be allocated to the outdoor churchyards general maintenance budget of £4,000 with £800 having been spent. Following discussion it was agreed that concrete post and kick boards would reduce long term expenditure as only the fencing panels would have to be replaced when needed. It was moved, seconded and **RESOLVED** that the quote from Village Property Maintenance for concrete post and kick boards for £4,600 be approved.

40. Cushions to replace seat pads in the Council Chamber

The Town Clerk had circulated with the agenda a report which explained that the seat pads in the council chamber had been in situ since around 1984. They had become very worn and it was suggested that we replace them. Whilst researching quotes for new cushions, it was highlighted that as the chamber was a commercial venue and was hired by local groups, the current seat pads did not comply with health and safety regulations, as the cushions were stuffed with horse hair. As soon as this advice was fed back to the Mayor and Deputy Mayor it was resolved to remove the seat pads immediately.

Officers obtained 3 quotes based on the specification that they were made of blue velvet, isosceles trapezoid shape with piping around the edges the quotes were also based on 26 pads at 2" thick. The report informed members that there was no specific budget to meet this expenditure, the budgets included Civic Regalia, which had £1,900 remaining in it, also town hall budgets which included repairs and maintenance had £1,850 remaining. Following discussion it was agreed that the quotes were expensive and it was noted that Cllr Dyke had obtained an estimate which was cheaper.

It was moved, seconded and **RESOLVED** that new quotes be obtained with a new specification this being that the cushions be in blue with yellow piping. It was also **RESOLVED** that Cllr Schaathun meet with the Town Clerk to advise on the specification and that officers obtain 3 new quotes with which will then be considered by the Planning & Estates Committee.

41. New chairs for the Town Hall

The Town Clerk had circulated with the agenda a report which explained to members that since the refurbishment of the town hall some of the older bucket chairs were not suited to the new flooring. Furthermore the existing blue chairs were showing signs of age, a number of the blue chairs had been removed as they had lost the leg protectors. There were now 130 blue chairs left and the capacity for the hall is 200.

The report reminded members that the replacement of the town hall chairs was part of the original refurbishment plan and the Council agreed the current chairs were unsuitable and replacements chairs would make the hall more marketable for new and for current users. It had been suggested that officers look at replacing the chairs with banqueting chairs. The report also reminded members that the cost of replacing the town hall chairs was included in the New Homes Bonus bid to replace the floor and lift, although the bid was successful, Wychavon District Council asked that the chairs be paid for by the Town Council as part of its contribution to the project.

The report included 7 quotes across the price spectrum and provided a summary of the chair specifications. Members were advised that the purchase of the chairs would come from town hall repairs and maintenance budget, £1,850 remaining. Town hall new equipment budget had £750 allocated to it which was underspent. The Town Hall cleaning and caretaking budget was also underspent; currently it is at £3,714 with six months remaining. Following discussion it was moved, seconded and **RESOLVED** to buy option number 3 the Bolero Squared Back Banquet Chair in Blue at £30.99 each from Nisbitts Plc.

42. Proposed 'Real Time' Bus Information Displays in High Street

The Town Clerk had circulated with the agenda a report which advised members that Worcestershire County Council (WCC) had a digital display that it would like to locate at the main bus stops in Evesham High Street. The displays would show real time bus timetable information. Attached to the report were pictures of a mock up of what the digital information boards may look like in situ.

WCC had asked the committee to consider whether they would be opposed to having either the column freestanding display or a 65 inch display, on the High Street in the vicinity of the 5 stops located between Swan Lane and Oat Street. The committee were also asked to consider if there was another location that one could be located. It was noted that WCC had investigated the installation of one at the bus stop on the High Street near the entrance to the train station but the electric supply dig was deemed to be too deep to be achievable.

Following discussion it was moved, seconded and **RESOLVED** that the committee had no objection to display board signs being installed in the High Street. It was also **RESOLVED** that the additional sign could be placed near Evesham Hospital on Waterside with the request that the display could be used for public information when the buses were not running.

Clerk's note: It should be noted that there are only 2 displays in total, with one proposed for the town centre bus stops and one else where.

Clerk's note: At the Council meeting on 14 October the second resolution stating that the second sign should be placed at Waterside Hospital was not agreed.

43. Matters of urgency raised, for information only, at the discretion of the Chairman

No matters were raised under this agenda item.

There being no further business, the meeting closed at 7.25 pm

COUNCILLOR MRS S AMOR
CHAIRMAN

EVESHAM TOWN COUNCIL

COMMITTEE: PLANNING AND ESTATES

DATE: 28 OCTOBER 2019

SUBJECT: PLANNING APPLICATIONS

REPORT BY: COMMITTEE CLERK

1.0 PURPOSE OF REPORT

1.1 To advise Members of the planning applications received from Wychavon District Council for consultation.

1.2 On each application it is detailed whether the decision is delegated to the officer or whether it is likely to go to WDC's planning committee for a decision. When applications are considered by committee, the Town Council has an opportunity to send a representative to speak on that application should it so wish.

2.0 RECOMMENDATIONS

2.1 Members' recommendations are requested.

3.0 PLANNING APPLICATIONS

3.1 19/01617/LB – Bengeworth – Delegated
Mr Ryan Thomas
60 Port Street
Addition of new rainwater pipe to front of building
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100428>

3.2 19/02177/CU – Bengeworth – **Committee**
Mr David Morris
Knowle Hill Plant Centre, Knowle Hill, Evesham
Retrospective planning application for Change of Use from horticulture to garden centre(A1 retail).
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100985>

3.3 19/02077/HP– Bengeworth – Delegated
Mr David Osbourne
The Gables, Knowle Hill
Garage extension to house with altered access
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100885>

3.4 19/02220/HP – Bengeworth – Delegated
Mr & Mrs Yeates
43 Kings Road
Domestic single storey rear extensions
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=101028>

3.5 19/02019/HP – South – Delegated
Mr Harris and Mrs Jones

78 Falkland Road

Two-storey rear extension

<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100829>

4.0 FINANCIAL IMPLICATIONS

4.1 None for the Town Council.

5.0 LEGAL IMPLICATIONS

5.1 None for the Town Council.

EVESHAM TOWN COUNCIL

COMMITTEE: PLANNING AND ESTATES

DATE: 28 OCTOBER 2019

SUBJECT: CUSHIONS TO REPLACE SEAT PADS IN THE COUNCIL CHAMBER

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To inform the committee of quotes for cushions to replace the seat pads in the Council Chamber.

2.0 RECOMMENDATIONS

2.1 The committees are asked to make a recommendation.

3.0 SEAT PADS IN THE CHAMBER

3.1 Following the last meeting of the committee a new specification was drawn up in consultation with Cllr Schaathun for the seat cushions. The specification was as follows:

- 26 cushions
- Same as present shape
- Box configuration
- Double the current thickness (2 inches)
- Blue hard wearing velvet material
- Gold piping trim on top and bottom
- Fire retardant material
- Zip opening at rear of cushion
- Label detailing washing instructions/confirming fire retardant properties if possible
- No ties

3.2 This revised specification was sent to three local companies. These companies have provided their quotes based on this specification. A summary, an added note and the quotes as provided by the companies are attached for members only.

4.0 LEGAL IMPLICATIONS

4.1 The cushions would need to be inflammable to comply with Health and Safety.

5.0 FINANCIAL IMPLICATIONS

5.1 There is no specific budget to meet this expenditure.

5.2 Options include Civic Regalia, which has £1,900 remaining in it.

5.3 It should also be noted that any expenditure from the Civic Regalia budget would mean that the Council would have to wait to purchase the 3 new ladies hats required for the robes.