

Delegation meeting - Minutes

Date: 3 June 2025

Time: 11:00 – 12:30

Meeting held: via Teams

Attendees: Cllr Peter Fane (Vice Chair of Planning Committee), Rebecca Smith (Delivery Manager), Charlotte Peet (Senior Planning Officer), Guy Wilson (Principal Planning Officer), Ellie O'Donnell (Planning Officer)

Apologies:

Minutes approved by: Cllr Peter Fane (Vice Chair of Planning Committee)
05.06.2025

25/00676/HFUL – 1 Kinsey Place Linton

Retrospective conversion of an existing garage to habitable space.

Reason for Call-in Request:

Parish Council Referral: Condition on original permission restricts garage conversions without planning permission. Garage was converted without PP.

Key Considerations:

The Case Officer (EO'D) introduced the application outlining the details of the planning application, as well as the existing context of the site and surrounding area, together with details of the site designations and planning history. The planning application is a retrospective application for the conversion of the garage to habitable space (a home office). The case officer advised that a condition was placed on the original planning permission that restricted conversions of the garages, and loss of the parking spaces, without the need for planning permission.

The Local Highways Authority have been consulted as part of the assessment of the proposal and have not raised any objections to the application.

The Parish Council have objected to the proposed conversion on the basis of conflict with the condition on the original permission. 1 letter of representation relating to the proposal has been received from the public consultation, in objection. The third-party consultees raise concerns over setting a precedent and also the potential impact from the loss of the garage for parking space and parking on the street.

It was noted by the case officer that there is unrestricted parking within the vicinity, however space for parking of one vehicle on the driveway.

The Parish Council's objection and concerns were noted. It was acknowledged that the nature, scale and complexity of the proposed development is not in itself significant, it was also considered that the proposal did not raise implications for planning policy. Consequently, in consultation with the Vice Chair of the Planning Committee, the Delivery Manager considered, on balance, the proposal should not be referred to the planning committee.

Decision

Do not refer to Planning Committee

25/01387/FUL – Fowlmere & Thriplow United Reformed Church 2 Chapel lane Fowlmere

Change of use from Class F1 (place of worship) to Classes F1 and F2 to allow the building to be given more flexibility as a community facility.

Reason for Call-in Request:

Officer referral

Key Considerations:

The Case Officer (CP) introduced the application outlining the details of the planning application, as well as the existing context of the site and surrounding area, together details of the site designations and surrounding planning history. The application proposes the change of use from Class F1 (place of worship) to Classes F1 and F2 to allow the building to be given more flexibility as a community facility. The applicant for the proposal is the parish council and therefore there are no comments from the parish.

The case officer outlined the representations received, there were approximately 30 representations in support and objection of the proposal. The objections raised relate to the need for the community use, highway safety and parking concerns, as well as impact on amenity.

There are no objections to the proposal from any of the internal and external specialists that have been consulted as part of the assessment of the proposal. The case officer noted that there is no allocated parking with the proposal however the local highway authority raised no concerns.

It was acknowledged that the nature, scale and complexity of the proposed development is not in itself significant, nor were there considered to be any planning policy implications and no significant planning concerns raised. However, given the significant level of public involvement in the application in consultation with the Vice Chair of the Planning Committee, the Delivery Manager considered, on balance, the proposal should be referred to the planning committee.

Decision

Do refer to Planning Committee

25/00192/REM – Parcel 2.3 2B land to West Cambourne excluding Swansley Wood farm

Approval of reserved matters and discharge of planning conditions (5,8,16,20,21,22,23,25,27,28,29,30, & 32), and partial discharge of planning conditions (15 & 17) for access, appearance, landscaping, layout and scale following outline planning permission S/2903/14/OL, for 203 dwellings, including affordable housing, associated hard and soft landscaping and all ancillary works. (Note: Environmental Impact Assessment submitted under outline S/2903/14/OL)

Reason for Call-in Request:

Officer referral.

Key considerations

The Case Officer (GW) introduced the application noting that it was for reserved matters at West Cambourne where outline planning permission has been granted for 2350 dwellings.

The officer explained the context of the site in relation to West Cambourne and the context of the wider development site. Plans of the proposed development were provided including the site layout and elevations of the dwellings. It was noted that discussions with the Council had resulted in a number of improvements:

- Traditional design with general compliance with the approved design code
- Good walking and cycling connections
- Mix and distribution of affordable housing is supported by housing team
- Dwellings meet or exceed space standards

The case officer advised that the Town Council are support the proposal and only one 3rd party representations had been received.

It was acknowledged that the scale of the development is not significant in the context of the overall outline planning permission. There is also limited public interest in the scheme. It is not considered the proposal gives rise to significant policy nor are there any significant planning concerns. Consequently, in consultation with the Vice Chair of the Planning Committee, the Delivery Manager considered the proposal should be referred to the planning committee.

Decision

Do not refer to Planning Committee

25/00126/REM – Parcel 3.2A Cambourne West

Approval of matters reserved for appearance, landscaping, layout and scale for a residential development of 112 dwellings at Parcel 3.2A, together with associated infrastructure and landscaping and partial discharge of conditions 8, 15, 16, 17, 20, 21, 22, 23, 25, 27, 28, 29, 30, 31 and 32 following outline planning permission S/2903/14/OL. Outline planning application was EIA development.

Reason for Call-in Request:

Officer referral.

Key considerations

The Case Officer (CP) introduced the application noting that it was for reserved matters at West Cambourne where outline planning permission has been granted for 2350 dwellings.

The officer explained the context of the site in relation to West Cambourne and the context of the wider development site. Plans of the proposed development were provided including the site layout and elevations of the dwellings. It was noted that discussions with the Council had resulted in a number of improvements:

- More rural in character, with a lower density of development and more open space / landscaping.
- 30% affordable homes
- Balance parking within the design

The case officer advised that the Town Council are support the proposal and no 3rd party representations had been received.

It was acknowledged that the scale of the development is not significant in the context of the overall outline planning permission. There is also no public interest in the scheme. It is not considered the proposal gives rise to significant policy nor are there any significant planning concerns. Consequently, in consultation with the Vice Chair of the Planning Committee, the Delivery Manager considered the proposal should be referred to the planning committee.

Decision

Do not refer to Planning Committee