

Cinque Port Town of New Romney



Town Clerk's Office
Town Hall
New Romney
Kent TN28 8BT

Tel: New Romney 01797 362348

Mrs C. Newcombe
Town Clerk
and
Responsible Financial Officer

Ref: MW/7001

21st December 2022

Dear Councillor,

A MEETING OF NEW ROMNEY TOWN COUNCIL'S PLANNING & ENVIRONMENT COMMITTEE WILL BE HELD AT THE ASSEMBLY ROOMS, CHURCH APPROACH, NEW ROMNEY ON WEDNESDAY 04TH JANUARY 2023 AT 6.45PM.

You are hereby summoned to attend the above-mentioned meeting of New Romney Town Council's Planning and Environment Committee to consider the under-mentioned business.

Signed:

Gemma Hall

Mrs Gemma Hall
Planning Clerk

Email: planning.clerk@newromney-tc.gov.uk

The afore-mentioned meeting will commence at 6.45pm.

Members of Public are welcome to join this meeting.

PLEASE NOTE: New Romney Assembly Rooms and New Romney Town Hall have restricted access for people with limited mobility; please enquire for details.

Anyone displaying any symptoms of Covid-19 should NOT attend the meeting.

PUBLIC PARTICIPATION AT TOWN COUNCIL MEETINGS

1. Who can participate in a New Romney Town Council meeting?

Members of the Public and Press may attend this Council meeting, except at such times as certain sensitive personal, legal or contractual matters may be considered in private and confidential session, when Members of the Public will be required to leave the meeting.

A maximum of THREE members of public may also participate by submitting a question at a meeting. The question must relate to a matter affecting the parish of New Romney and/or its residents. Each submission must last no longer than 3 minutes in total.

Any such question should be delivered to the Council by way of a written statement submitted by email by midday on the day of the Council meeting - to be read out during the meeting. The question submitted should be mindful of the 3 minute speaking time available. The reading of the question will allow for any mid-sentence delivery to be completed before being stopped at the three minute deadline. If any Member of Public does not have access to email, a question can be submitted by email by a representative on their behalf.

Any such questions should be emailed to: planning.clerk@newromney-tc.gov.uk by midday on the day of the Council meeting.

2. How and when do I have to let the council know that I want to participate?

You will need to give written notice (via email or post) that you would like to participate by 3pm on the Friday before the meeting, providing your name and contact details and a summary of what your question subject will be. No late notifications can be accepted.

3. What happens if more than three local residents want to participate by submitting questions to the Council?

The system will operate on the basis of “first come, first served” as identified by the Clerk. You will be notified as soon as possible after your ‘notification of wish to participate’ has been received as to whether or not you will be able to participate (by reading out your submission).

4. What will happen at the Council meeting?

Your question will be read aloud during the agenda item: Public Questions. If it is possible for the Chairman to provide a response to your question at the meeting, he/she will do so. If it is not possible to provide a response at that time, a response will be provided in writing – usually within 28 days of the meeting taking place.

Agendas and reports for meetings will be available at least 3 working days and usually 7 weekdays before the date of the meeting on the Town Council website. Any supplementary sheets will be available the day before the meeting and can be viewed at www.newromney-tc.gov.uk

THE LAWS OF LIBEL AND SLANDER

- These laws are very strict.
- If, in public, you say something about a person that is not true, even if you believe it to be true, you may be sued and have to pay compensation. Therefore, you need to be very careful about any criticism you wish to make of people in any written submission.
- Councillors are able to speak more freely and bluntly while in Council or Committee meetings than members of the public.
- You, as a member of the public, do not have the same protection.

NEW ROMNEY TOWN COUNCIL
PLANNING AND ENVIRONMENT COMMITTEE MEETING
4th JANUARY 2023

AGENDA

1. APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN OF THE STANDING COMMITTEE:

(i) To appoint the Chairman of the Planning & Environment Committee for the remainder of the Civic year.

(ii) To appoint the Vice-Chairman of the Planning & Environment Committee for the remainder of the Civic year.

2. APOLOGIES:

To receive and note apologies of councillors unable to attend and approve reasons for absence.

3. DISPENSATION TO PARTICIPATE:

To receive and note any applications granted by the Town Clerk, on behalf of the Town Council, for dispensation to participate in Meetings of New Romney Town Council.

4. DECLARATIONS OF INTEREST:

Councillors to declare any Disclosable Pecuniary Interests or Other Significant or Personal Interests they may have in items on the agenda this evening.

5. ADJOURNMENT OF MEETING:

To consider formal adjournment of the meeting of the Council for a maximum period of fifteen minutes to allow for an allocated public session.

6. PUBLIC QUESTIONS:

Members of the public may put questions to the Chairman of the Council for a period of fifteen minutes regarding matters to do with the town of New Romney and its coastal areas of Littlestone and Greatstone, including items on the agenda. Any Councillors who have declared an "Other Significant Interest" in matters to be discussed at this meeting will also have the opportunity to speak within the session set aside for public participation, in accordance with the Town Council's Code of Conduct Item 5(3)(b), which reads as follows:

" Where you have an Other Significant Interest in any business of the Authority, you may... make representations, answer questions or give evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose."

- 7. RE-CONVENING OF MEETING:**
To formally re-convene the meeting of the Council.
- 8. MINUTES (Encs*):**
To approve the minutes of the Planning and Environment Committee Meeting held on 07th December 2022 (attached hereto).
- 9. PLANNING CLERK'S REPORT (Encs*)**
To receive and note the Planning Clerk's report.
- 10. SCHEDULE OF PLANNING APPLICATIONS (Encs*)**
To consider planning applications attached hereto and make any recommendations as deemed appropriate.
- 11. ANY FURTHER PLANNING APPLICATIONS RECEIVED (Encs*)**
 - (i) To approve consideration of further planning applications received subsequent to issue of agenda.
 - (ii) To consider further planning applications and make any recommendations as deemed appropriate.
- 12. SCHEDULE OF LICENCING APPLICATIONS**
To receive and note schedule of Licencing Applications.
- 13. FOLKESTONE AND HYTHE DISTRICT COUNCIL REPORTS DECISIONS/MATTERS (Encs*)**
To received and note Hythe and Folkestone District Council's Reports, Decisions and Matters.
- 14. ENVIRONMENTAL MATTERS**
To receive written reports and, within the remit of the Committee, take any such action(s) thereon as may be deemed necessary.
- 15. REPORTS OF WORKING PARTIES**
 - (i) To receive and note the written reports of any working parties reporting to the Planning and Environment Committee and to take any such action(s) thereon as may be deemed necessary.

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MINUTES

of

A Meeting of the Planning and Environment Committee
Held in the Assembly Rooms, Church Approach, New Romney
on 7th December 2022
Commencing at 6.45pm

PRESENT:

Councillors: P Thomas, P Coe, P Carey, J Davies, D Wimble and Mrs K Terry

In the Chair: Councillor P Thomas

In Attendance: Town Clerk - Mrs C Newcombe

352/2022-23 **APOLOGIES**

Apologies for absence were received from:

Councillor Mrs S Hodges - for personal reasons
Councillor J Rivers - for personal reasons
Councillor M Hardy - due to work commitments

It was

PROPOSED BY: Councillor Coe
SECONDED BY: Councillor Wimble

RESOLVED UNANIMOUSLY – that reasons for absence, as detailed above, be approved.

353/2022-23 **COMMITTEE MEMBERSHIP**

Having duly considered Councillor Mrs Terry's application to join the Planning and Environment Committee, it was:

PROPOSED BY: Councillor Coe
SECONDED BY: Councillor Wimble

RESOLVED UNANIMOUSLY – that Councillor Mrs Terry be hereby elected to the Planning and Environment Committee with immediate effect.

Councillor Mrs Terry then joined the meeting.

354/2022-23 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been received.

355/2022-23 **DECLARATIONS OF INTEREST**

None.

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356/2023-23 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no questions had been received in writing.

357/2022-23 **PUBLIC QUESTIONS**

None received.

358/2022-23 **RE-CONVENING OF MEETING**

Not applicable.

359/2022-23 **MINUTES**

Minutes of the Meeting Held on 26th October 2022

The Chairman presented the **Minutes of the Planning and Environment Committee Meeting Held on 26th October 2022**, a copy of which had been previously circulated to all Councillors.

Having duly considered the afore-mentioned minutes, it was:

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Wimble

RESOLVED – that the Minutes of the Planning and Environment Committee Meeting held on 26th October 2022 be approved and signed as a true and correct record.

Councillors, Thomas, Carey and Mrs Terry abstained from voting as they had not been present at the afore-mentioned meeting.

360/2022-23 **PLANNING CLERK'S REPORT**

The Planning Clerk's report was received and noted and read as under:

i) Budget for Planning & Environment Committee.

A draft budget in the sum of £250 has been allocated to The Planning and Environment Committee for 2023/2024.

ii) The request for double yellow lines – St Martin's Field vehicle access point.

Just to give you an update: I sent a letter to Parking Services at Folkestone and Hythe District Council requesting for the double yellow lines to be placed centrally to the vehicle access point at St Martin's Field. This was then forwarded onto KCC and we have now been told that this request needs to be added to our Parish Highway Improvement Plan.

ii) Handrail request - Church Road Car Park.

Having still not received any updates from FHDC as to when this will be installed I have sent another chasing progress email on 02.11.22 (see below):

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'Good morning,

It has been almost a year since our request for a handrail to be installed in Church Road car park was submitted. Confirmation that this would be done was received from [REDACTED] on 12th April 2022 but we have heard nothing since.

I did chase for an update back on 05th July 2022 but have not heard anything yet.

The wet weather is back making the walking conditions very slippery and treacherous, the handrail would be of great benefit to pedestrians, especially those with mobility issues.

Please can you chase this up and give us an update as to when it is likely to be installed?

Kind regards,

Gemma Hall'

I shall keep you updated once I receive a reply.

UPDATE: 15.11.2022

I have received an email from our District Councillor who confirmed the Handrail was installed on 14.11.2022. This is fantastic news and will benefit many in our community and beyond. I have conveyed our thanks to Folkestone and Hythe District Council and all who helped and implemented the installation.

(iii) CIL Charging Schedule submission – Folkestone & Hythe District Council

We have received the following email from FHDC:

'Dear Sir/Madam,

Please find attached a letter advising that the district council has submitted the Community Infrastructure Levy (CIL) Draft Charging Schedule for independent Examination, in accordance with Regulation 19 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended).

This letter advises that any person wishing to be heard in relation to any of the modifications, must make their request during the 4-week period from 24 November to 22 December 2022.

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The letter also sets out the contact details of the appointed Programme Officer, Penny O’Shea. (letter is below)’

‘24 November 2022

***Folkestone & Hythe District Council Community Infrastructure Levy (CIL)
Draft Charging Schedule
Submission for independent Examination***

Folkestone & Hythe District Council is pleased to advise submission of the Community Infrastructure Levy (CIL) Draft Charging Schedule for independent Examination, in accordance with Regulation 19 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended).

The council has made some minor modifications to the Draft Charging Schedule in response to representations made during public consultation. The submitted documentation therefore includes both a Statement of Modifications and a Draft Charging Schedule – Submission Version, November 2022, which incorporates these modifications.

In accordance with Regulation 19 of the CIL Regulations 2010 (as amended), any person wishing to be heard in relation to any of the modifications, must make their request during the 4-week period from 24 November to 22 December 2022. The council has sent notifications regarding this to those who were contacted at Regulation 16 and has set out details on the council’s website. The council will provide you with a copy of each request it receives during this period, via the Programme Officer.

All the documentation can be accessed on the council’s website at:

*www.folkestone-hythe.gov.uk/cil/review/submission-2022 . Hard copies of the Submission documents have also been placed at the district council’s Civic Centre. The council has advised anyone wishing to view hard copies to contact the council via email **planning.policy@folkestone-hythe.gov.uk** or call **01303 853000** and ask to speak with someone in the Planning Policy team.*

The council has appointed Penny O’Shea as the Programme Officer for the Folkestone & Hythe CIL Examination and her contact details are as follows:

- email mail@pennyoshea.co.uk*
- phone 07879 647169*

Please do not hesitate to contact the Programme Officer or the council if you have any queries regarding the above. We look forward to working with you.’

361/2022-23 **SCHEDULE OF PLANNING APPLICATIONS**

It was

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Wimble

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RESOLVED UNANIMOUSLY – that NRTC Planning and Environmental Committee comments, including those comments relating to additional

planning applications received in accordance with Agenda Item 11 for this meeting, as stated below, be submitted to FHDC Planning Department:

Application No

Location and Description

(i) [22/1939/FH](#)

11, St. Mary's Road,
New Romney, TN28 8JB

Conversion of garage to
habitable room.

RECOMMENDATION:

No Objection

Voting:

For Application:

6

Against Application:

0

Abstained:

0

(ii) [22/1918/FH](#)

Brambles, St. Andrew's Road,
Littlestone, New Romney, TN28 8PZ

Lawful Development Certificate (proposed) for
2 new dormers to
Existing 1st floor habitable rooms.

RECOMMENDATION:

No Objection

Voting:

For Application:

6

Against Application:

0

Abstained:

0

(iii) [22/1965/FH](#)

Cranmore, Church Road,
New Romney TN28 8EY

Change of use from care home Use Class C2 to
a residential dwelling house Use Class C3. Re-
submission of 22/1375/FH

RECOMMENDATION:

**Recommend Refusal – NRTC considers that
the applicant has still not met all of the
requirements of Planning Policy HB11.**

Voting:

For Application:

1

Against Application:

4

Abstained:

1

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362/2022-23 **ANY FURTHER APPLICATIONS RECEIVED**

It was

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Mrs Terry

RESOLVED UNANIMOUSLY – that two additional planning applications received, as detailed below, be considered at this meeting.

Application No

Location and Description

- (i) [22/2017/FH/TCA](#) Gun House, Cannon Street,
New Romney, TN28

Work to trees.

RECOMMENDATION:

No Objection – subject to three replacement trees; species to be in accordance with any recommendation of the Tree Officer.

Voting:

For Application: 6
Against Application: 0
Abstained: 0

- (ii) [22/2007/FH/NMA](#) 84, St. Nicholas Road,
Littlestone, New Romney, TN28

Non-material amendment to application
Y18/0174/SH

Voting:

For Application: 6
Against Application: 0
Abstained: 0

363/2022-23 **SCHEDULE OF LICENCE APPLICATIONS**

There were no licence applications for consideration.

364/2022-23 **FOLKESTONE & HYTHE DISTRICT COUNCIL REPORTS/
DECISIONS/MATTERS**

A schedule of delegated decisions of Folkestone & Hythe District Council Planning Department for the periods ending 3rd November 2022, 17th November 2022 and 24th November 2022 was received and noted by Members present.

365/2022-23 **ENVIRONMENTAL MATTERS**

None.

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366/2022-23 **REPORTS OF WORKING PARTIES**

Having duly received and noted the Draft Parish Highways Improvement Plan for New Romney, it was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that a meeting be arranged with KCC Councillor Tony Hills and a Kent Highways PHIP (Parish Highways Improvement Plans) Representative to take place in the New Year.

The Chairman thanked those present for their attendance and the meeting Concluded **at 7.20PM.**

Minutes prepared by the Town Clerk

NEW ROMNEY TOWN COUNCIL
PLANNING AND ENVIRONMENT COMMITTEE MEETING
04 JANUARY 2023
PLANNING CLERK'S REPORT

(i) Public Consultation on Kent County Councils' Developer Contribution Guide.

We have received the following email from Kent County Council:

Hi New Romney TC,

As you have previously expressed an interest in being kept informed of consultations regarding Regeneration and Economic Development you may be interested in the following.

We have recently launched a consultation on our refresh of the Developer Contributions Guide. Designed for local planning authorities, landowners and developers, this guide provides an overview of the contributions that we may seek as part of the planning process. While the guide is aimed primarily at these groups, everyone is welcome to comment.

To read the guide and find out more, please visit <https://letstalk.kent.gov.uk/developer-contributions-guide>

This consultation closes on 2nd February 2023.

Kind regards,

KCC's Engagement and Consultation Team

consultation@kent.gov.uk

NEW ROMNEY TOWN COUNCIL
PLANNING AND ENVIRONMENT COMMITTEE MEETING
04 JANUARY 2023
SCHEDULE OF PLANNING APPLICATIONS
FOR CONSIDERATION

<u>Application No</u>	<u>Location and Description</u>
(i) <u>22/1891/FH</u>	<p>Mulberry View, Coast Road, Littlestone New Romney, TN28 8QU</p> <p>Replacement roof, extension to ground floor, conversion of integral garage, replace terraces to first floor, replace existing windows and doors along with internal and external alterations.</p> <p><u>RECOMMENDATION:</u> <u>Voting:</u> For Application: Against Application: Abstained:</p>
(ii) <u>22/2037/FH</u>	<p>Page Cottage, Cannon Street, New Romney, TN28 8BH</p> <p>T1 Magnolia crown reduction to previous cuts subject to Tree Preservation Order No 18 of 2016.</p> <p><u>RECOMMENDATION:</u> <u>Voting:</u> For Application: Against Application: Abstained:</p>
(iii) <u>22/2113/FH/TCA</u>	<p>Yew Tree Lodge, Church Road, New Romney, TN28 8EY</p> <p>Works to trees in a Conservation area comprising of T1 Yew carry out crown reduction by a max of 1.5 metres and lift crown by 0.5 metres</p> <p><u>RECOMMENDATION:</u> <u>Voting:</u> For Application: Against Application: Abstained:</p>

(iv) [22/2047/FH](#)

West Lawn, Lydd Road, New Romney,
TN28 8DH

Fitting of secondary windows behind the
existing windows.

RECOMMENDATION:

Voting:

For Application:

Against Application:

Abstained:

(v) [22/1989/FH](#)

20 Broadlands Crescent, New Romney,
TN28 8JF

Lawful development certificate (proposed)
for the conversion of the existing garage
and alteration/insertion of door, window and
skylight

RECOMMENDATION:

Voting:

For Application:

Against Application:

Abstained:

(vi) [22/2107/FH](#)

38 Coast Drive, Greatstone, New Romney,
TN28 8NX

Proposed garage conversion

RECOMMENDATION:

Voting:

For Application:

Against Application:

Abstained:

NEW ROMNEY TOWN COUNCIL
PLANNING AND ENVIRONMENT COMMITTEE MEETING
04 JANUARY 2023
FURTHER PLANNING APPLICATIONS RECEIVED
FOR CONSIDERATION

<u>Application No</u>	<u>Location and Description</u>
(i) <u>22/1410/FH</u>	<p>Laurel House, Church Road, New Romney TN28 8EP</p> <p>Erection of Garden Office and Store</p>
<u>RECOMMENDATION:</u>	
<u>Voting:</u>	
For Application:	
Against Application:	
Abstained:	
(ii) <u>22/2100/FH</u>	<p>Coast Drive Car Park, Coast Drive, Greatstone TN28 8NR</p> <p>Creation of a new visitor hub and water sports facilities, the erection of 106 beach chalets and boardwalks providing access to the beach, and upgrades to the existing car park.</p>
<u>RECOMMENDATION:</u>	
<u>Voting:</u>	
For Application:	
Against Application:	
Abstained:	
(iii) <u>22/2176/FH/TCA</u>	<p>The Cottage, Madeira Road, Littlestone, TN28 8QT</p> <p>Works to trees in a Conservation area comprising of T12 Willow pollard by 1.5 metres.</p>
<u>RECOMMENDATION:</u>	
<u>Voting:</u>	
For Application:	
Against Application:	
Abstained:	

NEW ROMNEY TOWN COUNCIL
PLANNING AND ENVIRONMENT COMMITTEE MEETING
04 JANUARY 2023

DELEGATED DECISIONS OF FOLKESTONE & HYTHE DISTRICT COUNCIL

* Conditions attached to Approval and Reasons for Refusal are available for perusal on the FHDC Planning Portal.
 (Reasons for refusal following ‘No Objection’ recommendation by NRTC are given below.)

** NRTC Delegated Recommendation

For the Period Ending 1st December 2022

(i) [21/1969/FH](#) Greatstone Fish Bar, 9 Dunes Road, Greatstone, New Romney TN28 8SS

Replace existing 20ft container with new insulated storage cabin and additional cabin for office/staff rest room.

DECISION: **Approved with conditions**
 (NRTC – No Objection)

(ii) [22/0925/FH](#) Sontine, Hardy Road, Greatstone, New Romney, TN28 8SF

Single storey side and rear extension, render to front elevation.

DECISION: **Approved with conditions**
 (NRTC – Recommended refusal – Contravenes policy HB8 – Too close to boundary)

For the Period Ending 8th December 2022

(i) [21/1437/FH](#) Little Gables, North Street, New Romney, TN28 8DR

Listed building consent for the removal of existing gate and installation of a new gate. Removal of the northern gate pier and rebuilding of pier.

DECISION: **Approved with conditions**
 (NRTC – No Objection)

(ii) [22/1254/FH](#) High Point, Cannon Street, New Romney, TN28 8BJ

Installation of velux dormer window and two rooflight to facilitate loft conversion

DECISION: **Approved with conditions**
 (NRTC – No Objection)

(iii) [22/1438/FH](#)

Little Gables, North Street, New Romney, TN28 8DR

Removal of existing gate and installation of a new gate.
Removal of the northern gate pier and rebuilding of pier

DECISION:

Approved with conditions
(NRTC – No Objection)

(iv) [22/1491/FH](#)

42 Dunes Road, Greatstone, New Romney, TN28 8SN

Proposed single storey extension following demolition of existing conservatory.

DECISION:

Approved with conditions
(NRTC – No Objection)

(v) [22/1023/FH](#)

St Nicholas Church of England School, Fairfield Road,
New Romney, TN28 8BP

Proposed installation of New Air Source Heat Pump and
Associated works.

DECISION:

Approved with conditions
(NRTC – No Objection)

END