

# THRAPSTON TOWN COUNCIL

Mayor: Cllr. Karen Draycott

77 High Street  
Thrapston  
Northamptonshire NN14 4JJ

Tel: (01832) 734 673

Email: [clerk@thrapstontowncouncil.gov.uk](mailto:clerk@thrapstontowncouncil.gov.uk)

Website: [www.thrapstontowncouncil.gov.uk](http://www.thrapstontowncouncil.gov.uk)



**If you require a large print copy please contact the Clerk  
on 01832 734673**

**Minutes of the Meeting of the Planning & Asset Management Committee  
held on Wednesday 6<sup>th</sup> November 2019 at 19:15 at the Town Council Office**

**Present: Cllr Otterwell (Chairman), Cllr Bennett, Cllr Boyd, Cllr Carter, Cllr Charles,  
Cllr Draycott, Cllr Read**

**In attendance: Margaret Ward (Assistant Clerk)**

No.	Item	Action	By Whom
1.	<b>Apologies for Absence</b> None.		
2.	<b>Declaration of Interest</b> None.		
3.	<b>Public Open Time</b> None.		
4.	<b>To approve the Minutes of the Planning &amp; Asset Management Committee meeting dated 1<sup>st</sup> October 2019</b> <b>Resolved</b> that the Minutes of the Planning & Asset Management Committee meeting dated 1 <sup>st</sup> October 2019 be confirmed as a true record.		
5.	<b>To receive and consider the following planning applications and to determine the Council's responses</b> <b>Resolved</b> to submit the following responses on the planning applications as follows:  <b>19/00840/FUL:</b> Erection of a new 3 bedroom dwelling with access road and parking to the rear at Rockleigh, 3 Winding Way, Thrapston.  <b>No objection.</b>  <b>19/01420/FUL:</b> Retrospective permission for temporary cedar clad portable cabin which houses offices for funeral care customers at Central England Co-operative, Oundle Road, Thrapston.  <b>Object:</b> The building causes concern as it takes up four car parking spaces meaning Co-op customers overflow into the Sackville Street carpark (not owned by the Co-	Submit a No Objection response           Object for reasons given	Assistant Clerk           Assistant Clerk

	<p>op), reducing parking spaces further in the town, when parking is already an issue. Clarification on the timescale of “temporary” also needs to be sought.</p> <p><b>19/01616/OUT:</b> Erection of 4 dwellings (all matters reserved except access and scale) re-submission of 18/02459/OUT at land rear of 7 – 12 The Willows, Thrapston.</p> <p><b>Object:</b> The Committee decided to maintain their objections to the original planning application (18/02459/OUT) raised at the meeting in February. The proposed development is outside the boundary of the town build. Referring to the Local Plan Thrapston has already fulfilled its housing requirement (the 5 year housing supply has been met). The proposed development is not in-keeping with the surrounding properties and doesn’t match the needs of the town. There have also been a number of objections and comments from residents neighbouring the proposed development.</p> <p><b>19/01674/TPO:</b> TPO 283 single ash tree approx. 3 metre (full height) reduction on north east side removing branches over hanging our boundary at 50 Orchard Way, Thrapston.</p> <p><b>No Objection.</b></p> <p><b>19/01716/TCA:</b> Holly tree – fell tree to ground level – grind out stump. The small tree is situated in the applicant’s front garden and is blocking light to the property and causing damage to a boundary wall at 12 Midland Road, Thrapston.</p> <p><b>No Objection.</b></p>	<p>Object for reasons given</p> <p>Submit a No Objection response</p> <p>Submit a No Objection response</p>	<p>Assistant Clerk</p> <p>Assistant Clerk</p> <p>Assistant Clerk</p>
6.	<p><b>To receive notification of planning permissions granted, refused and appealed</b></p> <p><b>19/00074/AMD: Planning permission granted.</b> Non-material amendment of changes to layout pursuant to application no 16/01690/REM – reserved matters for 417 units together with associated roads, access parking and landscaping pursuant to application number 07/02457/OUT dated 19.2.15, land off Huntingdon Road, Thrapston.</p> <p><b>19/01246/FUL: Planning permission granted.</b> First floor rear extension at 2 Church Walk, Thrapston.</p> <p><b>19/01229/FUL: Planning permission granted.</b> Erection of garage, workshop and annexe at 8 Swan Close, Thrapston.</p> <p><b>19/01365/LDP: Development was lawful.</b> Loft conversion with a flat roof dormer at the rear and three velux roof lights on the front elevation at 15 Sedge Close, Thrapston.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>	

	<p><b>19/01390/LDP: Development was lawful.</b> Rear extension at 53 Conway Drive, Thrapston.</p> <p><b>Postal numbering:</b> Flat 1 48A High Street and Flat 2 48B High Street, Thrapston.</p> <p><b>19/01443/TPO: Consent granted.</b> Horse chestnut TPO 0111, removal of dying tree at Hill House, 38 Huntingdon Road, Thrapston.</p> <p><b>19/01138/TCA: No objection raised.</b> T1, T2 Sycamore and T3 Beech, take back to point of previous reductions approximately 6 metres at 107 Huntingdon Road, Thrapston.</p> <p><b>19/01444/TCA: No objection raised.</b> Pollard Yew tree and remove ivy to rear of 48-50 High Street.</p>	Noted	
7.	<p><b>To discuss current Section 106 Agreements and agree action</b></p> <p>All current Section 106 Agreements were presented for information. It was agreed that the Assistant Clerk would monitor and update the table on a monthly basis and include a timeline as a double check. The Assistant Clerk will email a copy of table to the Planning Officer at East Northamptonshire Council and cross check records.</p>	Update Table and copy to Planning Officer	Assistant Clerk
8.	<p><b>To agree a volunteer for the Peace Park Working Party</b></p> <p><b>It was agreed</b> that Cllr Carter would replace Cllr Read on the Working Party.</p>	Advise Clerk	Assistant Clerk
9.	<p><b>To receive a report from the Facilities Manager to discuss and agree any items requiring consideration</b></p> <p>Report taken as read.</p> <p><b>It was agreed</b> to approve:</p> <ol style="list-style-type: none"> <li>1. Stage panels at a cost of £300.</li> <li>2. Option 2 for the Plaza booth at £1500.</li> <li>3. Tree work: <ul style="list-style-type: none"> <li>• Tree work at A605 bund, Treen Close - £650.00</li> <li>• Tree work at Warwick Gardens - £1375.00</li> <li>• Tree work at A605 bund adjacent Warwick Gardens - £225.00</li> <li>• Tree work at Windsor Drive green space - £375.00</li> </ul> </li> <li>4. Cycle rack base - £560.00</li> <li>5. Shed base at Cemetery - £585.00</li> <li>6. Bins – purchase of two metal bins to replace the broken/rusted bins in two play areas.</li> </ol> <p><b>It was agreed</b> to obtain quotations for:</p> <ol style="list-style-type: none"> <li>1. The alarm system.</li> <li>2. An outside light to be put on a timer in the porch of the Plaza.</li> </ol>	Advise the Facilities Manager	Assistant Clerk
10.	<p><b>To receive and approve the following quotations from HJ Horticulture Ltd as referred to in the Facilities Manager's report</b></p> <p><b>It was resolved to proceed with the following:</b></p> <ul style="list-style-type: none"> <li>• Slab shed base at Cemetery - £585.00</li> <li>• Concrete bases for cycle racks - £560.00</li> <li>• Tree work at A605 bund, Treen Close - £650.00</li> <li>• Tree work at Warwick Gardens - £1375.00</li> </ul>	Advise Facilities Manager	Assistant Clerk

	<ul style="list-style-type: none"> <li>• Tree work at A605 bund adjacent Warwick Gardens - £225.00</li> <li>• Tree work at Windsor Drive green space - £375.00</li> </ul>		
11.	<p><b>Clerk's Report for Noting</b> DRAFT Rights of Way Improvement Plan: The following information was clarified regarding the role of Parish Path Warden:</p> <ul style="list-style-type: none"> <li>• The role is not carried out in Raunds or Rushden Town Council but is in Oundle.</li> <li>• The Parish Path Warden would be covered by KierWSP's employer's insurance.</li> <li>• The Parish Path Warden would also be covered by KierWSP's public liability insurance for incidents to the public if negligence was found to be that of the Parish Path Warden.</li> <li>• Basic requirements are that the routes need to be walked once a year and any issues reported to Highways and Street Doctor.</li> </ul> <p><b>It was resolved</b> that the Town Council would have a Warden. Cllr Carter and Cllr Bennett volunteered and will co-ordinate the walks between them.</p>	Email Highways	Assistant Clerk
12.	<p><b>Chairman's Comments</b> The Chairman raised the issues all were experiencing with their tablets and problems particularly with access to documentation. It was agreed that the Assistant Clerk would raise the issue with the Clerk to ensure an improvement as soon as possible.</p> <p>The Chairman commented on his 'tour of the manor' with the Facilities Assistant as an enlightening experience and encouraged everyone to take the 'tour' when possible.</p> <p>The Chairman thanked everyone for their attendance at the meeting.</p>	Brief Clerk	Assistant Clerk
	<b>There being no further business the meeting closed at 20.45.</b>		

Signed .....

Dated .....