



# *Sway Parish Council*

## **Planning and Transport Committee**

Minutes of the meeting of the Sway Planning and Transport Committee held at Jubilee Field Pavilion, Station Road, Sway on Thursday 9<sup>th</sup> June 2016

### **Attendance:**

Councillor Stephen Tarling (Chair)  
Councillor Hugh Marchant (Vice Chair)  
Councillor Peter Dance  
Councillor Ted Fleat  
*Councillor Alex Pepper*  
Councillor Melanie Seacombe  
*Italics indicates not present*

**Also in attendance:** Councillor Len Thomas, David Edwards (Clerk and Responsible Financial officer) John Warden (Transport Representative), and four members of the public.

### **PT16/081 Election of Chair**

Councillor Tarling was proposed by Councillor Marchant and seconded by Councillor Dance. There were no further nominations, so Councillor Tarling was duly elected Chair of the Planning and Transport Committee.

### **PT 16/082 Election of Vice Chair**

Councillor Marchant was proposed by Councillor Tarling and seconded by Councillor Seacombe. There were no further nominations, so Councillor Marchant was duly elected Vice-Chair of the Planning and Transport Committee.

### **PT16/083 Apologies**

Apologies were received from Councillor Pepper.

### **PT16/084 Declarations of Interest**

Councillor Marchant declared his membership of the New Forest Association (NFA) Planning Committee. The Chair declared his membership of the New Forest Association.

### **PT 16/085 Dates and times for meetings for the next year**

The Chair proposed that meetings of the Planning and Transport Committee should continue to be held on the second Thursday of each month. The following dates were unanimously agreed:

14<sup>th</sup> July 2016  
11<sup>th</sup> August 2016  
8<sup>th</sup> September 2016  
13<sup>th</sup> October 2016  
10<sup>th</sup> November 2016  
8<sup>th</sup> December 2016  
12<sup>th</sup> January 2017  
9<sup>th</sup> February 2017  
9<sup>th</sup> March 2017  
13<sup>th</sup> April 2017

In each case the Meeting will start at 19:30 and be held in the Jubilee Field Pavilion.

### **PT 16/086 Approval of Representatives**

John Warden having previously indicated his willingness to continue as Transport Representative was confirmed as Transport Representative.

Councillor Len Thomas pointed out that as he no longer sat as a member of the Planning and Transport Committee it might be more appropriate for a member of the committee to be appointed and Councillor Marchant agreed to take on this role. Councillor Thomas will continue as Community SpeedWatch co-ordinator.

Councillor Dance was confirmed as Rights of Way representative.

Councillor Seacombe was confirmed as Trees representative.

### **PT 16/087 Terms of Reference**

It was agreed that Councillor Marchant would undertake a review of the terms of reference and advise the committee of any changes required.

### **PT 16/088 Review of the Planning and Transport Committee web page, introduction for residents and useful contacts**

It was also agreed that Councillor Marchant would update the web page with details of the Committee and in conjunction with the Chair would generally undertake a review of the information contained on the Parish Council's web-site in relation to planning and transport. The Committee web site would also link to the lists of planning applications and those coming to the next meeting that are on the Chair's website.

### **PT16/089 Minutes of the Meeting held on 12th May 2016 and Matters Arising**

The Minutes of the Meeting held on 12<sup>th</sup> April 2016 were approved as a correct record of the Meeting and signed by the Chair.

There were two matters arising:

**Re: PT/16/073 16/00319 Arnewood Court Farm House** – the Chair advised that Paul Hocking of the NFNPA had replied to the letter of concern he had written. In summary, Paul Hocking had advised that it had been a mistake on the part of the NFNPA to have included an end consultation date because this was an application for a non-material amendment. Even if the Committee had been able to make recommendations, they would not have been taken into account.

**Re: PT/16/073 1600311 The Old School House** – The Chair advised that amended plans had been submitted after the Committee's recommendations. The planning officer had confirmed that there were no material changes and accepted that the condition concerning surface water disposal are yet to be agreed although work has already commenced.

### **PT16/090 Outcome of Planning Applications considered at Previous Meetings (including those applications referred to the NFNPA Planning Development Control Committee) and related matters**

The list of outcomes having previously been circulated, was noted and is appended to these minutes as Appendix 1. It was noted that of the applications previously considered, four had been decided in accordance with the Committee's recommendations; and Gablemead (16/00290) had been decided against the Committee's recommendations. The Hunters (16/00202) had been given permission notwithstanding the concerns expressed but only on the basis that the outbuilding is to comply strictly with the submitted drawings. There were four other applications which had been granted but in each case no consultation was required.

### **PT16/091 New Tree Preservation Orders and Tree Work Applications**

Councillor Seacombe's report having previously been circulated was noted and is appended to these minutes as Appendix 2.

### **PT/16/092 New Planning Applications**

<b>16/00334</b>	Hazlehurst Farm, Flexford Lane SO41 6DN	Creation of new access; driveway; drainage channel; gate; remove existing field gate
-----------------	---	--

The Chair confirmed that NFNPA had agreed an extension of time for the consultation so that this application could be considered. The Committee noted that the proposed driveway was quite long and proposes the giving over of quite a large area of grazing – which typifies the outer parish – to gravel, driveway, concrete edging, parking and turning etc. – almost creating a parallel Flexford Lane for a significant distance – a total of about 60m – and at a higher elevation so overlooking the existing lane. This would also have some impact on trees and hedgerows, and a greater impact on the landscape would also have the effect of removing a large part of the plot from green belt protection.

There is a little in the Sway Village Design Statement to comment on this including the Residents' opinions of what makes Sway a special place to live (page 3) – wherein such items as “Large number of mature trees and hedges” and “Sense of the village surrounded by open space”; and the description of the outer parish (page 12) being “dominated by grassland (pasture and meadow).

The Committee felt that these concerns had not been addressed and unanimously recommended:

4. We recommend REFUSAL, for the reasons listed below.

- a. This proposal uses a large area of existing fields, removes existing mature hedgerow and some trees, for a long suburban driveway for little safety advantage, and Sway would hope that there are less destructive ways of improving sight lines from the existing entrance, which the Parish could support.
- b. This application causes concerns in respect of policies DP1 b) and d), CP8 and DP21; and also is not aligned with the Design Guide SPD (page 12). The Sway Village Design Statement SPD outlines that residents value trees, hedges and the open space and grassland, and such aspects would be detrimentally affect by this application.

<b>16/00373</b>	Nuthatch Cottage, St. James Road SO41 6AN	Two storey rear extension; single storey side extension; relocation of flue; alterations to fenestration.
-----------------	---	---

It was noted that the applicants had not taken free pre-application advice. The Committee noted that at 82m<sup>2</sup> this property is close to a small dwelling and concerns were expressed as to whether or not this application would fit comfortably within the plot.

Notwithstanding these concerns it was the view of the Committee that:

1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers. Provided that the usual conditions relating to boundaries, surface water disposal and matching facing and roofing materials will be applied and further permitted development rights should be removed.

<b>16/00399</b>	Middle House, Middle Road, Tiptoe SO41 6FX	Outbuilding, porch.
-----------------	--	---------------------

This was another application where the applicants had failed to seek pre-application advice.

The Committee acknowledged that this is generally in alignment with the Sway Village Design Statement. Sway would want to be sure that any comments from the immediate neighbours at Honeywood are considered, and assume that suitable facing and roofing materials (matching in the case of the porch) will be required. Surface water disposal from the large garage roof should be carefully considered – especially in view of the high water table in this area, and the proximity of boundaries and adjoining curtilages.

On this basis the unanimous recommendation of the Committee was:

1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.. Additionally, given that there is also an application for a Certificate of Lawful Development for a rear extension, further permitted development rights (beyond that) should be removed, and the outbuilding should be for incidental use only. Surface water disposal from the large garage roof should be carefully conditioned and proposals checked – especially in view of the high water table in this area, and the proximity of boundaries and adjoining curtilages.

16/00364 16/00365	North Lodge, Barrows Lane SO41 6DD	Roof lights to facilitate additional first floor habitable accommodation. (and Application for Listed Building Consent)
----------------------	--	--

Again, no pre-application advice was sought. It was noted that this is within the Sway Tower Conservation Area (as well as being a Grade II listed building itself). In view of this, it was agreed to leave it to the Building Design and Conservation Area officer to comment in terms of the Listed Building Consent. Concerns were expressed the rooflights may detract from the historic and conservation feel of the area. The Chair also advised that having looked at Google Streetview there are very few rooflights in the area beyond the modern ramshackle sheds in the Sway Storage & Workshops area.

The unanimous view of the Committee was:

5. We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers. The NFNPA are, however, asked to note that this is not only a listed building but also within the Sway Tower Conservation Area – within which there are few rooflights. Sway would prefer to leave internal details of the application for listed building consent to the professional expertise of the Building Design & Conservation Area Officer. The NFNPA should also obtain details of intended use and if necessary impose appropriate conditions.

16/00396	Cheriton Cottage, Manchester Road SO41 6AS	Replacement of dwelling with outbuilding; demolition of existing dwelling and outbuilding.
----------	---	---

This application includes a further extension to the previous application 16/00130 which the Committee supported (after a number of previous unacceptable applications).

The unanimous recommendation of the Committee was:

1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

On the basis that **each and every** condition of the previous application (16/00130) will be carried forward (*mutatis mutandis*). Furthermore, in respect of the larger rear extension, the conditions should further emphasise and ensure that both surface water disposal and boundary treatment (including the preservation current hedging) are particularly carefully considered and conditioned as appropriate. The officer should also pay particular attention to the comments of the immediate neighbours. This proposal has a more extensive flat rear roof extension, which is not within the guidelines of the Sway Village Design Statement SPD (page 19).

16/00420	Meadowbrook Lodge, Barrows Lane, SO41 6DD	Double garage/utility, balcony to main house.
----------	---	---

The Committee recognised that some improvements had been made since the previous application. There were, however, continuing concerns include the garage being (i) closer to the road than the house, (ii) overlarge in scale and form, (iii) visually intrusive to the detriment of the amenity of neighbours and the conservation area, and (iv) is an over-intensive development too close to the road. This contravenes DP1, CP7, CP8 and DP6 and is not in alignment with the NFNPA Design Guide or the Conservation Area Character Appraisal. This proposals contravenes the Sway Village Design Statement (SPD) guidelines (page 22) that "Garages, outbuildings or carports should not be positioned in front of the house"; and the Sway VDS guidelines that direct us to avoid overcrowding and maintain space between properties.

The unanimous view of the Committee was, therefore, that this application should be:

2. We recommend REFUSAL, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

a. Despite this being an improvement over the previous application, concerns remain over the garage / utility outbuilding. The garage is closer to the road than the house, and overlarge in scale and form, visually intrusive to the detriment of the amenity of neighbours and the conservation area, and the Committee consider this to be an over-intensive development too close to the road.

b. This is not in alignment with DP1, CP7, CP8 or DP6 and is not supported by the NFNPA Design Guide SPD or the Conservation Area Character Appraisal. This proposal contravene the Sway Village Design Statement SPD guidelines (page 22) that "Garages, outbuildings or carports should not be positioned in front of the house"; and the Sway VDS guidelines intended to avoid overcrowding and maintain space between properties.

<b>16/00423</b>	Kings Hyde House, Kings Hyde, SO41 8LT	Replacement porch.
-----------------	--	--------------------

The new porch is no larger, but does not follow the Sway Village Design Statement Guideline page 20 in that the proposed porch does not allow permanent open access to the entrance door.

The unanimous recommendation of the Committee was that:

1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers. The proposal does not follow the preference expressed in the Sway Village Design Statement SPD Guideline page 20 in that the proposed porch does not allow "permanent open access to the entrance door" and is thus more suburban.

<b>16/00356</b>	Little Arnewood Cottage, Linnies lane, SO41 6ES	Application under part 6 of the Town and Country Planning (General permitted Development) (England) Order 2015 in respect of the siting, appearance and design of an agricultural building.
-----------------	---	---

<b>16/00400</b>	Middle House, Middle Road, Tiptoe SO41 6FX	Application for certificate of lawful development for single storey rear extension.
-----------------	--	---

Applications 16/00356 and 16/00400 had been provided for information only.

The Committee agreed that the Chair would write to the NFNPA to advise them of Sway's comments in relation to this month's applications.

#### **PT16/093 Update on Planning Enforcement as at 01 June 2016**

The list of current Sway Enforcement investigations having previously been circulated, and also available on the NFNPA website, was noted. Four new breaches have been added to the schedule. It was noted that one of these relates to the Cricket Pavilion on Jubilee Field. The clerk was unable to advise whether or not planning permission was required for the extension. It was, however, the case that NFNPA had a duty to investigate any complaint received and the fact that they were doing so did not necessarily mean that a breach had occurred.

#### **PT16/094 Planning Inspectorate and Enforcement appeals**

It was noted that there are no outstanding appeals in Sway.

#### **PT16/095 NFNPA Planning Development Control Committee (PDCC)**

No Sway items are due to come before the 21<sup>st</sup> June meeting although it was likely that the Wootton Riverine Woodland proposals (16/00242) would come before the meeting. It was agreed that Councillor Marchant would address the PDCC on this matter.

#### **PT16/096 Other Planning Issues**

- **NFDC plan for parking at Set Thorns Road**  
The Committee noted the NFDC's proposals to improve parking for residents in Set Thorns Road.
- **Steve Avery's visit to Sway**  
Councillor Dance suggested that one area Steve Avery could look at in his forthcoming visit was the tarmacking of grass verges by householders.
- **Topic and speakers for future meetings**  
The Chair asked for any suggestions for visits by speakers to future meetings.
- **Sway rights of way committee**  
There are fifteen rights of way within the Parish (numbered between 1-16, with no number 5). It was agreed that inspections would be undertaken as follows:  
Councillor Marchant – 1, 2, 3, 6, 7 and 16.  
Councillor Tarling – 10, 13 and 14.  
Councillor Dance - 4, 11, 12 and 15.  
Councillor Fleat – 8 and 9.

Councillors were requested to carry and complete their inspections prior to the next meeting when the matter would be further discussed.

- **Defined Villages in the forthcoming Local Plan**

The Chair provided an update on a recent meeting he had attended with the NFNPA. There had been a unanimous view that the current defined village boundaries should remain unchanged.

- **To suggest items for the forthcoming NFNPA South West Quadrant Meeting**

The Chair advised that the next meeting would be held at Sway and asked for any suggestions for items to be discussed to be referred to him.

**PT16/097 Report by the Parish Council’s Transport Representative**

John Warden (Transport Representative) advised that he had nothing additional to report since the last meeting.

**PT16/098 Roads, Hedges and Ditches**

There was a discussion around Hampshire County Council’s policy on cutting back hedges and verges. It was agreed that if any councillors had specific concerns they should refer them to the clerk who will pass them on to Hampshire County Council.

**PT16/099 Community SpeedWatch Report**

Councillor Thomas’ report was duly noted.

**PT16/100 Correspondence and any agenda items for the next meeting**

There was no correspondence to report and no items were proposed for the next meeting other than the usual agenda items.

**PT16/101 Date of Next Meeting**

The next meeting will be held at 19:30 pm on 14<sup>th</sup> July 2016 in the Jubilee Field Pavilion. There being no further business, the meeting closed at 9:05 pm.

.....  
Chair of Committee

.....  
Date

## Appendix 1

Number	Address	Title	Sway No.	Sway notes	NFNPA	NFNPA Notes
<a href="#">16/00202</a>	The Hunters, Middle Road, Tiptoe SO41 6EJ	Retention of outbuilding.	5	Sway have concerns over the possible use of this large outbuilding and would suggest a condition that it is strictly only for incidental use; and would suggest the removal of further permitted development rights.	Grant StC	Conditions: building must be altered to strictly accord with submitted drawings; only approved facing and roofing materials to be used; incidental purposes only; no external lighting.
<a href="#">16/00268</a>	Glenrosa, Brighton Road SO41 6EA	Single storey side extension.	1	This is a simple like-for-like replacement, with improved insulation, a sloping roof, adjacent to a substantial hedge and a driveway, and mostly complies with the Sway Village Design Statement. However the committee felt that the front elevation could be made a better match in terms of the facing materials to match the house or the garage frontage, perhaps with a top glazed wooden door to match the front door, so that it thus appear as less of a lean-to.	Grant StC	Development must be in accordance with drawings.
<a href="#">16/00266</a>	Adlam Cottage, Adlams Lane SO41 6EG	Application for a Certificate of Lawful Development for Proposed single storey rear extension.	N/A	N/A	Permitted development	Falls within the General Permitted Development Order
<a href="#">16/00290</a>	Gablemead, Manchester Road SO41 6AS	Retention of garage with revised external staircase.	2	The application is contrary to the Sway Village Design Statement which opposes inappropriate high density development; The application is not consistent with the requirement that extensions to existing properties should maintain space between existing properties to avoid overcrowding; There remains a risk that this application is contrary to DP12 which prohibits outbuildings which provide additional habitable accommodation; The application contravenes DP1 as a consequence of its overbearing nature and adverse impact on neighbours; and The application contravenes DP9 in that it amounts to over development and compromises the character of the local area of spacious residential plots. If the NFNPA is not minded to accept the Parish Council's recommendations, then Sway Parish Council would prefer an internal staircase; or failing that additional screening of the proposed altered external staircase to the satisfaction of the neighbours. If planning permission is granted Sway Parish Council would also like to see rigorous conditions imposed to prevent use for any habitable accommodation.	Grant StC	Conditions: only for use incidental to the dwelling; staircase to be altered as agreed within 8 weeks of decision.

<a href="#">16/00269</a>	Dale Cottage, Lower Mead End Road SO41 6EL	Application for a Certificate of Lawful Development for Proposed single storey extension.	N/A	N/A	Permitted development	Falls within the General Permitted Development Order
<a href="#">16/00297</a>	Knight Bridge Farm, South Sway Lane SO41 6DP	Dwelling; 3no. stable blocks; 1no. building for use as office; new entrance gates and piers (demolition of dwelling and 5no. barns).	1	This is an improvement on the previous application but Sway nevertheless have some concerns and would ask that if granted these might be addressed by way of appropriate conditions. We ask for consideration concerning: The tree protection area should be continued between T8 and T9 and additional hedging provided to ensure screening for Knight Bridge House; Special care should be taken in relation to the surface water and foul drains and run-off from equestrian areas, to ensure no flow whatsoever downhill to the land of Knight Bridge House; Additional parking space should be provided (with permeable hardstanding); The gates should be more modestly constructed so as to be consistent with the Sway Village Design Statement.	Grant StC	12 extensive and appropriate conditions including: disposal of surface water to be agreed in writing; tree meeting on site and tree protection plan to be in place before any work commences; no development before a full landscaping scheme is agreed - and work to follow that scheme and be maintained for at least 5 years; outbuildings for incidental purposes only; no external lighting, further permitted development rights removed
<a href="#">16/00295</a>	Kings Hyde Farm, Kings Hyde SO41 8LT	Single storey side extension.	4	This application fails to comply with DP11. In response to the wishes of residents as revealed in surveys, Sway Parish Council has always been keen to support DP11 – to prevent the outer parish from becoming more suburban (and also to maintain small dwellings within the defined village), and will always recommend refusal where we know an application contravenes this rule. We note that free pre-application advice is available from NFNPA planning and can often advise regarding this important policy.	Refuse	Fails to comply with local and national planning policy, particularly the Authority's policy on domestic extensions DP11.
<a href="#">16/00344</a>	Kings Hyde House, Kings Hyde SO41 8LT	Application for a Certificate of Lawful Development for Proposed single storey rear extension.	N/A	N/A	Permitted development	Falls within the General Permitted Development Order

<a href="#">16/00356</a>	Little Arnewood Cottage, Linnies Lane SO41 6ES	Application under part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, appearance and design of an agricultural building.	N/A	N/A	Details not required	Falls within the General Permitted Development Order; and " <i>Whilst it is acknowledged that the building would be located in close proximity to the boundary with a neighbouring residential property, it is considered that the proposed siting of the building is logical as it would be the established farm compound with other agricultural buildings.</i> "
<a href="#">16/00311</a>	The Old School (House), Church Lane SO41 6AD	Application to vary condition 10 of planning permission 15/00987 to allow a minor material amendment to planning permission reference 15/00376	1	<p><b>NOTE: the plans were amended after Sway submitted these comments.</b> This is an improvement over the previous application, 16/00061. Each lean-to should be limited to the 6m<sup>2</sup> detailed in the application. Sway would note that this current application has still not resolved our concerns over insufficient and inappropriate parking provision; and we would still like to see increased planting along the Westbeams Road side of this plot please.</p>	Grant StC	10 extensive and appropriate conditions including: development in accordance with drawings; disposal of surface water to be agreed in writing; no development before a full landscaping scheme is agreed; further permitted development rights removed; no occupation until car and bicycle parking arrangements have been agreed.

Latest update to the table above: noon on 09 June 2016.

## **Appendix 2**

### **Tree Report relating to P&TC June 2016 SPC (Sway Parish Council)**

**This application is for information only and requires no comments.**

Application No: R14/15/16/0524

Address: AVONWATER HOUSE, BARROWS LANE, SWAY, LYMINGTON, SO41  
6DD

Tree Ref: Proposed Works: Pollard 2 x Lime trees to previous pollard points

**Reason for work:**

The trees are in decline and will be brought down to a height of 10 ft to make them safe but allowing them to remain as a habitat.