

**MINUTES OF THE DEVELOPMENT, ENVIRONMENT & TRANSPORT COMMITTEE OF MARTLESHAM
PARISH COUNCIL HELD ON 13 OCTOBER 2021**

Present: Mrs J Hall (Chairman), Mr M Irwin, Mr Thompson, and Mr M Williamson (ex-officio).
In attendance: Debbie Chappell (Council Officer)

There were no members of the public present.

1. Apologies: Ms R Jones. Mr L Burrows, Mr D Boswell and Mr S Denton

2. Interests

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): Mrs Hall declared an interest in item 6.4 as the cable route crosses near to her property.

3. Advisory Planning Working Group Draft Minutes 21.9.2021 Noted

4. PUBLIC FORUM: There were no members of the public.

5. Planning applications outside the scope of the delegated authority to the Clerk.

5.1 Brightwell Lakes 4 x ARMS DC/21/4002, 4003, 4004, 4005 There are 2 meetings scheduled for Friday, 15th October; a community forum meeting and a meeting at which the Developers will update local councils. As Mr Irwin noted, more documents may be available at those meetings. Further revisions were made to the draft MPC response to the ARMs, circulated with the agenda. The Chair will raise issues falling outside the ARMs, such as the cumulative effect of major infrastructure on Martlesham, at a zoom meeting with the ESC Head of Planning on 25th October 2021. The deadline for the response to ESC is Monday, 18th October to allow for further changes arising from the meeting, 15th October.

DECISION D2021/10a: To approve the MPC draft response for submission to ESC by the deadline, subject to further revisions being made pursuant to the meeting 15th October 2021. **Agreed.**

6. Development

6.1 DC/20/1036/FUL and DC/21/3305/FUL - Retirement Apartments, Eagle Way, Martlesham Heath – update (COR1 filed in the office together with the minutes) Verbal update from the Chair. Following the October PC meeting, the ESC case officer has confirmed the referral panel have recommended the application for approval. Before this happens, ESC needs to settle the Conditions. MPC understands the draft Conditions have been sent to the Developer for their comment before coming to MPC for comment. ESC will then make its decision.

DECISION D2021/10b: The Clerk to submit the Parish Council's recommendations on the draft planning conditions when they come through. **Agreed.**

6.2 Hastoe development – land off Black Tiles Lane (COR2 filed in the office together with the minutes) Verbal update from the Chair. Two consultation responses have appeared on the ESC planning portal since MPC filed comments on the applications; suggest these

do not require a further response from MPC. Damage has been reported to a Silver Birch tree on the MPC and Hastoe site boundary, and MPC is seeking expert arboriculture advice. Noted

6.3 Suffolk Constabulary HQ (COR3 filed in the office together with the minutes).
Nothing further to report.

6.4 East Anglia ONE Offshore Windfarm Non-Material Change Application Consultation (CP & COR4 filed in the office together with the minutes). EA1 laid onshore cables underground and part of the cable route runs through the Parish. EA3 ducts were laid at the same time. The EA3 non-material change application is to reduce the number of wind turbine generators out at sea and reduce the rotar diameter which, despite being changes at sea, might perhaps have a consequence to the cabling inland. The draft resolution was considered.

DECISION D2021/10c: The Clerk to submit the Parish Council's consultation response which is "MPC notes the non-material amendments but wishes any approval of works should not lead to additional or further disturbance to Martlesham residents, particularly those close to the onshore cable routes". **Agreed.**

6.5 Review of Working Groups reporting to DETC (COR5 filed in the office together with the minutes).

6.5.1 Brightwell Lakes Working Group - exists to support the MPC- appointed representatives of the Brightwell Lakes Community Forum Group, by considering the MPC views before the representatives submit those views to the forum. The role of the external Brightwell Lakes Community Forum Group is to assist with the social aspects in developing Brightwell Lakes as a new community. The Working Group members are the Chair, Mr Whitby, Mr Irwin, and Mr Denton until Mr Denton's resignation from the Council takes effect on 31st December. The Council Officer will also be involved as part of her new planning role.

RECOMMENDATION D2021/10a: To approve the following Brightwell Lakes Working Group Terms of Reference

Terms of Reference

Name:	<i>Brightwell Lakes Working Group</i>
Objective:	<i>To assist and advise Martlesham Parish Council (MPC) to integrate Brightwell Lakes in to the surrounding communities in accordance with the aspirations of the Martlesham Neighbourhood Plan.</i>
Management:	<i>Accountable to the Development, Environment and Transport Committee for Martlesham Parish Council in line with MPC's working group protocols and procedures. Any financial commitments or disbursements are the responsibility of the Responsible Financial Officer to the Council authorised by the Parish Council. The Brightwell Lakes Working Group may only make recommendations to the Development, Environment and Transport Committee and has no authority in financial respects. To submit notes, advice and or comments for the Development,</i>

- Environment and Transport Committee to the Clerk/Deputy Clerk/Council officer.*
- Roles and Duties:** *To provide information, advice and comments to the Development, Environment and Transport Committee regarding matters concerning the residents of Brightwell Lakes, to liaise with the external Brightwell Lakes Community Forum.*
- Composition:** *MPC will approve and appoint members of the group and elect a chairman from amongst its members.*
- Meetings:** *As and when required.*
- Delegated Powers:** *None. **Agreed.***

6.5.2 McCarthy and Stone Working Group (now McCarthy Stone) - The Working Group members are Mr Burrows, Mr Boswell and Mr Denton (until Mr Denton's resignation from the Council takes effect on 31st December).

DECISION D2021/10d: To appoint the DETC Chair as a member of the McCarthy and Stone Working Group **Agreed.**

RECOMMENDATION D2021/10b: To approve the following McCarthy and Stone Working Group Terms of Reference

Terms of Reference

- Name:** *The McCarthy and Stone Working Group (now McCarthy Stone)*
- Objective:** *To assist and advise Martlesham Parish Council (MPC) in managing decisions relating to the McCarthy & Stone retirement development at Martlesham Heath.*
- Management:** *Accountable to the Development, Environment and Transport Committee for Martlesham Parish Council in line with MPC's working group protocols and procedures. Any financial commitments or disbursements are the responsibility of the Responsible Financial Officer to the Council authorised by the Parish Council. The McCarthy Stone Working Group may only make recommendations to the Development, Environment and Transport Committee and has no authority in financial respects. To submit notes, advice and or comments for the Development, Environment and Transport Committee to the Clerk/Deputy Clerk/Council officer.*
- Roles and Duties:** *To provide information, advice and comments to the Development, Environment and Transport Committee regarding matters concerning the planning decisions for a retirement homes complex at Martlesham Heath including but not limited to managing forthcoming issues and negotiations relating to the decision, the S106 Agreement and any CIL agreement, the car park and future protection of the landscaping.*
- Composition:** *MPC will approve and appoint members of the group from members of Martlesham Parish Council and elect a chairman from amongst its members.*
- Meetings:** *As and when required.*
- Delegated Powers:** *None. **Agreed.***

6.5.3 Advisory Planning Working Group – The Working Group was appointed at the September PC meeting under **RESOLUTION C2021/9n**: and now requires the appointment of members.

DECISION D2021/10e: To appoint Messrs Blundell, Whitby, Irwin, Denton, Thompson, Mrs Hall as members of the Advisory Planning Working Group **Agreed.**

RECOMMENDATION D2021/10c: To approve the following Terms of Reference of the Advisory Planning Working Group.

Terms of Reference

- Name: Advisory Planning Working Group*
- Objective: To assist and advise Martlesham Parish Council (MPC) in managing Council responses in its role as a statutory consultee to planning applications submitted to East Suffolk Council (ESC).*
- Management: Accountable to the Development, Environment and Transport Committee for Martlesham Parish Council in line with MPC's working group protocols and procedures. Any financial commitments or disbursements are the responsibility of the Responsible Financial Officer to the Council authorised by the Parish Council. The Advisory Planning Working Group may only make recommendations to the Development, Environment and Transport Committee and has no authority in financial respects. To submit notes, advice and or comments for the Development, Environment and Transport Committee to the Clerk/Deputy Clerk/Council officer.*
- Roles and Duties: To provide information, advice and comments to the Development, Environment and Transport Committee regarding planning applications submitted to ESC*
- Composition: MPC will approve and appoint members of the group and will elect a chairman from amongst its members.*
- Meetings: As and when required.*
- Delegated Powers: None. **Agreed.***

6.5.4 Contact Working Group (reporting to the Parish Council) – This Working Group was appointed to manage planning applications on an emergency basis, which role has been superseded by the appointment of the Advisory Planning Working Group and is considered to be redundant.

RECOMMENDATION D2021/10d: The Parish Council dissolves the Contact Group. **Agreed.**

6.6 ESC Coastal Adaption Supplementary Planning Document. Noted

6.7 ESC Sustainable Construction Supplementary Planning Document. Noted

6.8 ESC Sustainable Historic Environment Supplementary Planning Document. Noted

6.9 ESC Affordable Housing Supplementary Planning Document. Noted

6.10 ESC The 2021 East Suffolk Housing Action Plan. Noted

- 6.11 East Suffolk Housing Land Supply. Noted
- 6.12 Neighbourhood Plan Review: (COR6 filed in the office together with the minutes.) Verbal update from the Council Officer noting a meeting with the ESC Neighbourhood Plan officer is scheduled 18th October. £10k in earmarked reserves for consultancy fees, if required.
- 6.13 First Homes policy (COR7 filed in the office together with the minutes) The PC understands this will not apply to Brightwell Lakes, per the ESC position statement published June 2021. Noted
- 6.14 ESC Community Infrastructure Levy (CIL) and S.106 advice service. (COR8 filed in the office together with the minutes) Noted. To be discussed with SALC.
- 6.15 CIL Charging Schedule (COR9 filed in the office together with the minutes) Noted
- 6.16 Sizewell C (COR10 filed in the office together with the minutes)
The meeting noted the Examination closes 14th October 2021. The Chair reported a letter from the Planning Inspectorate has been received (today, 13th October) which will be referred to Full Council at the November meeting. Noted.

7. Environment

- 7.1 Air Quality Training is required in order for MPC to monitor air quality for the Parish. It is understood that ESC no longer has an air quality officer and buys in expert consultancy advice when required. The meeting was invited to forward suggestions to the Council Officer on how air quality training might be achieved.

8. Transport (includes highways issues)

- 8.1 Speed Indicator Device (SID) (COR 11 filed in the office together with the minutes). No further report. Mr Denton to provide an update to the November PC meeting and what is proposed when he retires (31.12.21).

At 9.28pm the following decision was made:

DECISION D2021/10f: To suspend Standing Order 3w to complete all business on the agenda. **Agreed.**

- 8.2 Community Partnership (CP and COR 12 filed in the office together with the minutes).
The MPC response to the A12 improvements consultations is in effect our current transport strategy as this document was agreed by Full Council. It is considered unnecessary to nominate a named MPC representative after the retirement of Mr Denton, as *any* member of the PC who is not also an ESC councillor may attend the Community Partnership meetings for MPC.
- 8.3 Correspondence List for Noting (CP circulated with agenda and filed in the office together with the minutes). Noted.

9. Any other issues pertinent to the DETC

- 9.1 Review of DETC Policies Review deferred to the next DETC meeting.

9.2 Annual Budget

RECOMMENDATION D2021/10e: Recommend to Full Council the sum of £700 is allocated to the MPC training budget for DETC training costs and £1000 for general expenses

Agreed

9.3 Training Requirements (CP circulated with agenda and filed in the office together with the minutes). Deferred to the next DETC meeting.

9.4 Correspondence List for Action (circulated with agenda and filed in the office together with the minutes). A resident has suggested signage is added to the Lark Rise cycle path in an attempt to slow down speeding cyclists. This is not a Parish Council responsibility, but the Council is sympathetic to the request noting that once the McCarthy Stone development is completed, the cycle way will be along Eagle Way as identified in the planning conditions.

DECISION D2021/10g: To authorise the Clerk to write to SCC Highways to (i) Support the suggestion made in the correspondence received (ii) State that MPC understands once the McCarthy and Stone development is completed, the cycle way will be along Eagle Way and (iii) Highways are requested to maintain the cycle paths across the Parish.

Agreed.

10. Martlesham Newsletters/Website/Facebook

10.1 Any items for promotion or information

Brightwell Lakes article to be provided by the Chair

11. Any items for the next agenda

Review of DETC policies and strategies. Training

12. Date of next meeting The DETC meeting scheduled for 8th December 2021 will now be a meeting of the Advisory Planning Working Group. Other dates for the Advisory Planning Working Group are; Thursday 28th October at 2pm, 10 November at 2pm and 24 November at 2pm all to be held in the Parish Rooms. The DETC dates for 2022 are to be confirmed at the November Parish Council meeting.

There being no further business the meeting closed at 9.55pm.

M Williamson

Chairman, 3rd November 2021