

# Agenda

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## East Area Planning Committee

Date: **Wednesday 1 June 2011**

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Time: **5.00 pm**

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Place: **The Old Library, Town Hall**

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For any further information please contact:

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If you would like help to understand this document please call Mathew Metcalfe, Democratic Services Officer on or email [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk) in advance of the meeting.

# East Area Planning Committee

## Membership

### Chair

### Vice-Chair

<b>Councillor Stephen Brown</b>	Carfax;
<b>Councillor Mary Clarkson</b>	Marston;
<b>Councillor Van Coulter</b>	Barton and Sandhills;
<b>Councillor Roy Darke</b>	Headington Hill and Northway;
<b>Councillor Jean Fooks</b>	Summertown;
<b>Councillor Bryan Keen</b>	Cowley;
<b>Councillor David Rundle</b>	Headington;
<b>Councillor Gill Sanders</b>	Littlemore;
<b>Councillor Dick Wolff</b>	St Mary's;

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## AGENDA

		<b>Pages</b>
1	<b>ELECTION OF CHAIR FOR THE COUNCIL YEAR 2011/12</b>	
2	<b>ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2011/12</b>	
3	<b>APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>	
4	<b>DECLARATIONS OF INTEREST</b> Councillors serving on the Committee are asked to declare any personal or prejudicial interests they may have in any of the following items.	
5	<b>10B KELBOURNE ROAD, OXFORD - 11/00605/FUL</b> Planning application for the erection of two storey rear extension and conversion of part of extended building to provide 2x1 bedroom flats with car parking, bin storage and amenity space. Retention of 1x3 bedroom dwelling. (Amended Plans)  <b><u>Officer recommendation:</u></b> To approve subject to conditions.	1 - 8
6	<b>COLTHORN FARM, OXFORD ROAD, MARSTON - 11/00825/FUL</b> Planning applications for:  (1) Conservation Area Consent for the demolition of existing barn and outbuildings:  (2) Planning approval for the erection of 2x4 bedroom dwellings. Provision of 3 car parking spaces for each house. (amended Description)  <b><u>Officer recommendation:</u></b> To approve subject to conditions.	9 - 20
7	<b>RED MULLIONS GUEST HOUSE, 23 LONDON ROAD, OXFORD - 11/00769/FUL</b> Planning application for the demolition of existing outbuildings. Erection of single storey building as 2 bedroomed staff accommodation. Conservation of existing staff accommodation to form 3 additional guest bedrooms.  <b><u>Officer recommendation:</u></b> To approve subject to conditions.	21 - 28
8	<b>SANDY LANE FILLING STATION, OXFORD - 11/00864/FUL</b> Planning application for the erection of 6 two storey houses (4x3 bedroom and 2x2 bedroom). Provision of 10 car parking spaces, cycle parking and bin store.  <b><u>Officer recommendation:</u></b> To approve subject to conditions.	29 - 38

<b>9</b>	<b>2300, 2400, 2600 JOHN SMITH DRIVE, OXFORD - 11/00707/RES</b>	39 - 48
	<p>Planning application for the erection of 9.097 square metres of Class B1 Business Offices on 3 floors. Provision of 252 car parking spaces and 111 cycle spaces. (Reserved matters of planning permission 91/01303/NO as varied by permission 99/01351/VF and 04/00215/VAR seeking approval of access, appearance, layout, landscaping and scale.) (Amended Plans).</p> <p><b><u>Officer recommendation:</u></b> To approve subject to conditions.</p>	
<b>10</b>	<b>PLANNING APPEALS</b>	49 - 54
	<p>To receive information on planning appeals received and determined during April 2011</p> <p>The Committee is asked to note this information.</p>	
<b>11</b>	<b>PLANNING ENFORCEMENT - PERFORMANCE UPDATE</b>	55 - 60
	<p>The Head of City Development has submitted a report which informs Members of the performance of the Planning Enforcement function within City Development.</p> <p>The Committee is asked to note the report.</p>	
<b>12</b>	<b>DATES AND TIMES OF FUTURE MEETINGS</b>	
	<p>The Committee is asked to note the dates of future meetings and to decide if it wishes to continue to meet at 5.00pm.</p> <p>Wednesday 6 July 2011 (and 7 July if necessary)                  Wednesday 3 August 2011 (and 4 August if necessary)                  Wednesday 7 September 2011 (and 8 September if necessary)                  Wednesday 5 October 2011 (and 6 October if necessary)                  Wednesday 2 November 2011 (and 3 November if necessary)                  Tuesday 6 December 2011 (and 9 December if necessary)                  Wednesday 4 January 2012 (and 5 January if necessary)                  Wednesday 1 February 2012 (and 2 February if necessary)                  Wednesday 7 March 2012 (and 8 March if necessary)                  Tuesday 3 April 2012 (and 5 April if necessary)</p>	

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

## **CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA PLANNING COMMITTEES AND PLANNING REVIEW COMMITTEE**

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's adopted policies, unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed. A full Planning Code of Practice is contained in the Council's Constitution.

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material and to visit the site if they feel that would be helpful
2. At the meeting the Chair will draw attention to this code of practice. The Chair will also explain who is entitled to vote.
3. The sequence for each application discussed at Committee shall be as follows:-
  - (a) the Planning Officer will introduce it with a short presentation;
  - (b) any objectors may speak for up to 5 minutes in total;
  - (c) any supporters may speak for up to 5 minutes in total;

(Speaking times may be extended by the Chair, provided that equal time is given to both sides. Any non-voting City Councillors and/or Parish and County Councillors who may wish to speak for or against the application will have to do so as part of the two 5-minute slots mentioned above;

  - (d) voting members of the Committee may raise questions (which shall be directed via the Chair to the lead officer presenting the application, who may pass them to other relevant Officer/s and/or other speaker/s); and
  - (e) voting members will debate and determine the application.
4. Members of the public wishing to speak must send an e-mail to [planningcommittee@oxford.gov.uk](mailto:planningcommittee@oxford.gov.uk) before 10.00 am on the day of the meeting giving details of your name, the application/agenda item you wish to speak on and whether you are objecting to or supporting the application (or complete a 'Planning Speakers' form obtainable at the meeting and hand it to the Democratic Services Officer or the Chair at the beginning of the meeting)
5. All representations should be heard in silence and without interruption. The Chair will not permit disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting,
6. Members should not:-
  - (a) rely on considerations which are not material planning considerations in law;
  - (b) question the personal integrity or professionalism of officers in public;
  - (c) proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that decision have been formulated; and
  - (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.