

**Minutes of a Meeting of Little Chalfont Parish Council Planning Committee
Held in the Community Library on Tuesday 07 February 2012 at 7.30pm**

Present: Cllr M Dear; Cllr B Drew; Cllr L Hunt (Chairperson); Cllr J Hinkly; Cllr M Parker; Cllr D Rafferty

In Attendance: Mrs K Sterling (Assistant Clerk)

Members of the Public: Cllr D Phillips

1. **Apologies for absence:** Cllr V Patel.
2. **Approval of the minutes of the meeting held on Tuesday 17 January 2012:** These were approved as a correct record and were signed by Cllr Hunt.
3. **Suspension of standing orders enabling members of the public to speak:** There were no members of the public wishing to speak.
4. **To receive Declarations of Interest:** None.
5. **Approval by the Chairperson of items for any other business:** (i) To discuss the Council's approach to pre-application requests from members of the public and the press; (ii) E-mail from Westwood Park Football Club (WPFC).
6. **To consider the following applications:**

Application number and Address	Summary of Proposed Works	Little Chalfont Parish Council recommendation
CH/2011/1955/FA Ash Cottage Long Walk Little Chalfont HP8 4AW	Part two storey, part single storey front/side extension incorporating side dormer window, single storey rear extension, and replacement roof to existing front dormer window	No Objection so long as obscure glass is stipulated for all first floor windows on the east side
CH/2011/2105/FA 2 Bedford Avenue Little Chalfont HP6 6PT	Single storey side/rear extension	No Objection if it is emphasised that surface water must be addressed by a soak away
CH/2012/0026/FA 40 Oakington Avenue Little Chalfont HP6 6SX	Single storey side/rear extensions incorporating rear dormer window to facilitate first floor accommodation, construction of dormer windows within front and east elevations of existing property and laying of hardstanding	No Objection
CH/2012/0015/FA Lukri 46 Beechwood Avenue Little Chalfont HP6 6PN	Single storey rear extension, conversion of garage to habitable accommodation and alterations to openings	No Objection

7. **Decisions of Chiltern District Council's Planning Committee:** The list was circulated.
8. **Appeal notices and decisions:** None.
9. **Licensing applications:** None.

10. **Enforcement updates:** The Assistant Clerk gave a brief summary of the potential enforcement issues in Little Chalfont. None have yet been formally notified.
11. **New PublicAccess for Planning site** – The Chairperson checked that everyone had received the information regarding the new PublicAccess for Planning site and encouraged all the Councillors to familiarise themselves with it.
12. **To discuss the Council’s approach to pre-application requests from architects and surveyors** – If requests from architects and surveyors are received they should be encouraged to contact the Planning Department at CDC. All pre-application requests that require a Parish perspective should be brought to the Planning Committee for a decision on what advice, if any, can be given.
13. **To note the proposal by Chiltern District Council to arrange a Neighbourhood Planning workshop for Town and Parish Councillors. Date still to be arranged** – noted.
14. **Any Other Business:**
 - (i) **To discuss the Council’s approach to pre-application requests from members of the public and the press** – The Chairperson emphasised that individual councillors are not qualified to advise applicants about their plans. Planning recommendations must always be a committee decision. However it may sometimes be helpful for the relevant Councillor, if they wish, to talk to applicants and neighbours to enable the Council to obtain a full perspective. If a call is received from the Press comments can only be made once the plans have been examined.
 - (ii) **E-mail from WPFC** – The Assistant Clerk summarised an e-mail from Mr McGuinn of WPFC who are one of the biggest users of Westwood Park. They would like to meet with a member of the Council on a Saturday morning to discuss the Club and the possible siting of a storage container at the park. Cllrs Drew and Hinkly agreed to meet with Mr McGuinn. The Assistant Clerk will set up the meeting.
15. **Date of next meeting:** Tuesday 28 February at 7.30pm in the Village Hall

Signed.....

Date.....