

**PORTISHEAD TOWN COUNCIL**  
**MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING**  
**HELD ON WEDNESDAY 5<sup>TH</sup> AUGUST 2020 AT 7.30PM**  
**HELD REMOTELY BY MICROSOFT OFFICE TEAMS**

**TAKING PART:**

**In the Chair:** - Councillor Mason

**Councillors:** - Davey, Holland, Sterndale, Gardner,  
Snaden, Cartwright\*, Shepperdson\*, Slatter  
(\* joined after the meeting commenced)

There were 6 members of the public who joined the meeting.

Councillor Mason welcomed everyone and confirmed that the meeting was being recorded.

**PL898 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**  
There were no apologies.

**PL899 TO RECEIVE ANY DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATIONS**

**Councillor Holland**

20/P/1616/FUH - 15 Frobisher Avenue, Portishead, BS20 6XB  
Reason: acquainted with applicant

**Councillor Mason**

20/P/1387/FUH – 410 Nore Road, Portishead, BS20 8HA  
Reason: acquainted to neighbour  
20/P/1408/FUH – 142 High Street, Portishead, BS20 6PY  
Reason: acquainted with applicant

*Assistant Clerk: Councillor Shepperdson joined the meeting.*

**PL890 PUBLIC PARTICIPATION**

Mr Ben Knowles spoke in support of 20/P/1507/FUH. He would be available during the meeting if members had any questions about this planning application – 13 Channel View Crescent.

Mrs Hennessy a local resident spoke in relation to 7.3 Revision of Rights of Way Improvement Plan. She also asked if there was an outcome in respect to the Lake Grounds and the barriers? Councillor Gardner advised that a few councillors met with James Tonkin of North Somerset Council. As far as the Town Council is concerned the

barriers are still a temporary measure in view of Covid-19 and distancing measures but it is hoped that there will be a few minor adjustments; additional signage and disabled parking.

**PL891**            **TO APPROVE THE MINUTES OF THE COMMITTEE MEETING**  
**HELD ON:** The Minutes of 1<sup>st</sup> July 2020 were accepted and confirmed.

**PL892**            **SECTION 1 – TO BE CONSIDERED BY THE PLANNING & REGULATORY COMMITTEE**

*Assistant Clerk: Councillor Cartwright joined the meeting.*

**PLANNING APPLICATIONS**

**20/P/1352/FUH      18 LEESIDE, PORTISHEAD, BS20 6JN**  
Proposed two storey side extension to provide additional accommodation.

The meeting had concerns regarding the stability of the bank/wall and a lack of parking. There were no comments online.

**RESOLVED that**

Objects – concern for the stability of the bank due to the side extension and a lack of parking.
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*Assistant Clerk note: Councillors Cartwright and Shepperdson were invited to declare any interests or request dispensation. None were declared or requested.*

**PL893**            **PUBLIC PARTICIPATION**

The Chairman of the meeting extended a member of the public the opportunity to address the meeting as he had been unable to join the meeting earlier due to technical issues.

Mr Paul Maltby a local resident expressed the difficulties he had joining the meeting and stated that three or four others encountered problems joining tonight's meeting. He felt that meetings should now resume in the Folk Hall. A discussion took place regarding public halls now being open to the public, the restriction in numbers that can attend and those with medical conditions being unable to attend in person. Councillor Gardner confirmed that the Town Council were working towards hybrid meetings in September unless government guidelines change. However, there was clearly an issue this evening which would be investigated. It was also noted that members of the public without IT facilities can always join the meeting using the telephone dial in option.

**SECTION 1 – TO BE CONSIDERED BY THE PLANNING ADVISORY COMMITTEE**

**20/P/1387/FUH 410 NORE ROAD, PORTISHEAD, BS20 8HA**  
Demolition of existing raised decking to allow for a new proposed two-storey rear extension.

*Assistant Clerk note: Councillor Slatter left the meeting.*

The meeting noted that there were no comments online.

**RESOLVED that**

No objection subject to the lower ground floor not being used as a separate dwelling or holiday let.

**20/P/1408/FUH 142 HIGH STREET, PORTISHEAD, BS20 6PY**  
Proposed first-floor and roof extension to south elevations. Demolition of single-storey side extension. Proposed single-storey rear extension.

Councillor Mason informed the meeting that there are now amended plans online for the roof and barge boards, which the Conservation Officer commented on previously.

The meeting noted that there were no comments online.

**RESOLVED that**

Objects – would like to be guided by the Conservation Officer.

**20/P/1436/FUH 1 THE ROWANS, PORTISHEAD, BS20 6SR**  
Proposed two storey side extension with single storey lean-to roof to front elevation.

A discussion took place regarding the size of the proposed development, the steep bank, proposed retaining wall, highway safety access and parking standards.

The meeting noted that there were no comments online.

**RESOLVED that**

Objects – overdevelopment, highway safety on the corner, parking standards not being met, sloping bank for side extension and no revised block plan showing garage access and length of retaining wall.

**20/P/1507/FUH      13 CHANNEL VIEW CRESCENT, PORTISHEAD,  
BS20 6LY**

Part retrospective application for rear external decking, raised planters, replacement boundary fencing and garden office.

The meeting understood that Mr Knowles the applicant was available for questions. There were four comments online. Mr Knowles answered questions from Councillor Gardner regarding the level of the garden and privacy due to a camera. Mr Knowles would be happy for Portishead Town Council members to attend site to consider the plans.

**RESOLVED that**

No objection subject to North Somerset Council's Case Officer attending site and providing Portishead Town Council with a detailed report listing the items raised as a concern and on which identifies no items as being a planning concern.

**20/P/1616/FUH      15 FROBISHER AVENUE, PORTISHEAD,  
BS20 6XB**

Proposed garage balcony extension to front and remodelling of rear garden.

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

Councillor Holland abstained from voting.

**20/P/1620/FUH      32 FROBISHER AVENUE, PORTISHEAD,  
BS20 6XB**

Proposed new first floor balcony/terrace to west side elevation

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

**20/P/1621/FUH      35 CLEVEDON ROAD, PORTISHEAD, BS20 6TF**

Two storey rear extension and replacement of garage to Granny Annex, as approved by planning permission 19/P/1638/FUH, with two new roof lights in the South East facing roof of the Granny Annex.

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

**20/P/1627/FUH 42 DRAKES WAY, PORTISHEAD, BS20 6XA**

Part retrospective application for the raising of a portion of the rear existing patio to house level.

The meeting noted that there was only one online comment “no objection”.

**RESOLVED that**

No objection.

Councillor Holland abstained from voting.

**20/P/1649/FUH 15 HILLTOP, PORTISHEAD, BS20 8RH**

Proposed first floor side extension over attached garage

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

Councillor Holland abstained from voting.

**20/P/1666/FUH 10 BUNTING LANE, PORTISHEAD, BS20 7PZ**

Single storey rear extension.

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

**20/P/1655/FUH 282A DOWN ROAD, PORTISHEAD, BS20 8HZ**

Proposed decking with glass balustrade to rear elevation

The meeting noted that there were no online objections.

**RESOLVED that**

No objection.

**20/P/1687/FUH      67 NIGHTINGALE RISE, PORTISHEAD, BS20  
8LN**

Demolish rear sunroom. Proposed single storey rear and side extension.

The meeting noted that there were no online comments.

**RESOLVED that**

No objection.

**PL895**

**TO RECEIVE THE CHAIRMANS REPORT**

- Councillor Mason reported to the meeting that a request from a committee member had been received following publication of the planning agenda to discuss planning application 20/P/1370/FUH 1 Springfield Rise, Portishead as more information had come to light following the consultation made by the Town Council. Advice from the Assistant Clerk was given that the committee should only discuss and decide as a committee the items laid out in the agenda for it to be lawful. This allows members of the public viewing the agenda to make an informed choice as to whether they take part in the meeting.
- Councillor Mason thanked both Councillor Shepperdson and Sterndale for the letters they had drafted to go to NSC in respect to its planning process and the matter of some plans not being available on NSC's website. This had been discussed with the Clerk, Chair of Planning and Assistant Clerk on how best to achieve the council's goals to work in harmony with both NSC and PTC's system. The Town Council has received an offer for one of NSC's Officers to take part in a remote meeting with the Planning committee to give an overview of the Planning timetable and discuss the issues causing a problem. The Town Clerk had also suggested that a follow up Teams meeting could be scheduled a set amount of days after the planning meeting to consider the late planning applications, so councillors have the time to view the late planning applications in detail.

The meeting felt that it would be a good opportunity to take up the option of a remote meeting with NSC using the problems as

agenda points. The proposal to hold a “catch-up” meeting so many days after the Planning meeting should be discussed in further detail along with the process.

Councillor Mason reported:

- there was still no planning application for an extension to the Siniat UK Plasterboard Factory at Royal Portbury Docks. Councillor Gardner wished the committee to note that Royal Portbury Dock are putting in an application to extend beyond Shipway Farm and that this is out for consultation. This abuts the East Ward boundary of Portishead.
- NSC provided Emergency Planning & Resilience Standards information, which was passed on to Mr Patrick Heaton-Armstrong.
- that two planning queries relating to construction/works on Kilkenny Place and Lindsey Close are being investigated by NSC. Reference numbers 20/00356/UAW and 20/00371/UAW respectively following complaints received.

## **PL896 PUBLIC PARTICIPATION**

The Chairman of the meeting extended a member of the public the opportunity to address the meeting as he had been unable to join the meeting earlier. The meeting agreed to hear Mr Mullen.

Mr Mullen spoke in support of planning application 20/P/1408/FUH. He understood that the Conservation Officers concerns in respect to the roof had been resolved. A discussion took place regarding the hipped roof and bargeboards and that as an Advisory Group it would be guided by the Conservation Officer.

## **PL897 OTHER PLANNING MATTERS & CONSULTATIONS**

### **7.1 LATE PLANNING APPLICATIONS & CONSULTATIONS**

The committee understood that without an extension from NSC the deadline for commenting on the following plans is 24<sup>th</sup> August 2020. The meeting felt unable to consider the applications as there had been insufficient time to view the plans in detail or receive comments from members of the public who may be affected. Councillor Mason confirmed that NSC would be contacted and a request made for a time extension to enable members to carefully consider the applications and provide their comments on the Sharepoint comment sheet no later than 24<sup>th</sup> August.

**20/P/1636/FUL 62 HIGH STREET, PORTISHEAD, BS20 6EH**  
Re-siting of 3no. air conditioning units

**20/P/1637/FUH      9 BEECHWOOD ROAD, PORTISHEAD, BS20  
8ER**

Erection of a single storey rear extension and a single storey first floor side extension (part retrospective)

**20/P/1693/FUH      1 REDCLIFFE CLOSE, PORTISHEAD, BS20  
8HB**

Proposed first floor side extension over existing lower ground floor with flat roof dormers to front and rear elevations.

**20/P/1707/FUH      26 NORE PARK DRIVE, PORTISHEAD, BS20  
8EB**

Erection of two storey side and rear extensions, and single storey side extension.

**20/P/1725/FUH      10 TOWER ROAD, PORTISHEAD, BS20 8RD**

Proposed single storey rear extension.

**20/P/1732/FUH      3 BRAMBLING LANE, PORTISHEAD, BS20 7NN**

Conversion of a double garage to home gym/hobby room with attic storage; blocking up of garage doors and addition of new windows and doors.

**7.2      NORTH SOMERSET COUNCIL LOCAL PLAN 2038**

The meeting felt that the Planning Advisory Committee should deal with this consultation on behalf of the Town Council. Councillor Gardner confirmed that this consultation would affect the North Somerset area for the next twenty years, so it is vitally important that we have our say. The Town Council is encouraging residents to respond and has advertised the consultation on its Facebook page and website. A virtual public meeting will be offered. The consultation closes on 2<sup>nd</sup> September 2020. Full details can be found [www.n-somerset.gov.uk/newlocalplan](http://www.n-somerset.gov.uk/newlocalplan)

**RESOLVED**

A Working Party is set up consisting of Councillors Cartwright, Davey, Mason, Holland, Snaden and Sterndale, who will take part in a virtual meeting accessible to members of the public, during which a report will be compiled to respond to the consultation on behalf of Portishead Town Council.

**7.3      REVISION OF RIGHTS OF WAY IMPROVEMENT PLAN**

Due to personal circumstances and ill-health Councillors Davey, Snaden and Shepperdson were unable to provide a report. A report will be put together and reviewed by the Planning Advisory committee via a virtual meeting. It was planned that the report should be presented to the committee so that a response could go off to North Somerset Council before the closing date (28<sup>th</sup> August 2020.)



## RESOLVED

Councillors Davey, Shepperdson and Snaden supply a report to the Planning Advisory committee via a virtual meeting before 24<sup>th</sup> August 2020 for the committee to agree the consultation response to NSC.

### 7.4 PLANNING IN PLAIN ENGLISH

A discussion took place regarding the wording that it was “recommended” members attend the training. The Assistant Clerk confirmed that it was changed to read “recommended” rather than the word “consider”.

Councillors Mason and Shepperdson supported attending this training and the Assistant Clerk expressed an interest. The meeting wished to receive a synopsis of the “Planning in Plain English” training and the bespoke training offered to the Town Council, to ensure that it is relevant.

## RESOLVED

The Assistant Clerk writes to ALCA to request a synopsis of the “Planning in Plain English” training and the bespoke training offered to the Town Council, and to report her findings back to members.

### 7.5 REQUEST FROM PORTISHEAD LIFEBOAT TRUST – TO SUPPORT ADOPTION OF NEW STEPS – ROYAL HOTEL - BEACH

The meeting understood that a request had been made by Mr Bob Crane, a trustee of Portishead Lifeboat Trust, for the Town Council to write to North Somerset Council asking them to adopt the new steps.

The new steps have been granted planning consent (application 20/P/0963/FUL) and will cost approximately £40k to supply and £16.6k to install. This will be funded by Portishead Lifeboat Trust providing North Somerset Council agrees to adopt the steps as an asset and maintains them once installed. Portishead Lifeboat Trust will not proceed to order the steps until it receives an undertaking from NSC.

Mr Crane was taking part in the meeting and gave background information about the trust, how it supports the crew who have main jobs, with training and equipment. He confirmed that Portishead Lifeboat Trust are unable to be the principle owners of the steps or maintain them, but they would be able to offer finance to do so. The steps will stagger the present uneven steps that are used by lifeboat station crew and members of the public. They will also be lit electronically by wifi as and when required. It is understood that the Royal Hotel will cover the electricity lighting up costs.

Reference was made to some similar steps by the Windmill (pub) that have been adopted by North Somerset Council. Maintenance of the steps will be very minimal.

A discussion took place regarding the possibility of Portishead Town Council adopting the steps if North Somerset Council refused and that the existing steps would be out of action for approximately a week whilst the foundations were dug and a day or so whilst the steps are installed.

**RESOLVED**

Portishead Town Council writes to North Somerset Council asking them to adopt the steps as an asset, which are used by lifeboat station crew and members of the public.

**PL898      SECTION 3**

**8.1** Planning/Tree applications - as previously agreed by members of the Planning Advisory committee.

**9.1      FOR INFORMATION ONLY**

**APPLICATION BY NORTH SOMERSET COUNCIL FOR AN ORDER GRANTING DEVELOPMENT CONSENT FOR THE PORTISEAD BRANCH LINE – METROWEST PHASE 1**

Portishead Town Council has registered to take part in an online preliminary meeting to discuss procedural matters. This will set the timetable for an examination. Due to this application being considered a Nationally Significant Infrastructure Project (NSIP) it is necessary for North Somerset Council to obtain a Development Consent Order (DCO) from the Planning Inspectorate.

**PL899      MATTERS FOR THE NEXT MEETING**

**10.1** Late Planning Applications & Consultations

**PL900      DATE OF NEXT MEETING**

**11.1** 2<sup>nd</sup> September 2020

Meeting closed 9:48pm

Chairman, Councillor Sue Mason: .....

Dated: .....

**PLANNING APPLICATIONS**

<b>APPLICATION NO.</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>RECOMMENDATION</b>
20/P/1346/FUH	31 Hillside Road, Portishead, BS20 8EU	Remodel of primary elevation to include new front balcony, windows, cladding and roof.	No objection.
20/P/1370/FUH	1 Spring Rise, Portishead, BS20 6RE	Two storey side extension to provide additional living accommodation	No objection.
20/P/1397/FUH	137 Brampton Way, Portishead, BS20 6YX	Proposed erection of a front porch extension.	No objection.
20/P/1351/NMA	20 Nore Park Drive, Portishead, BS20 8DY	Non-material amendment to application 20/P/0638/FUH (Demolition of existing rear extension to kitchen and construction of enlarged single-storey extension in its place. Enlargement of rear and front roof dormers. Demolition and re-build of the front porch. New roof tiles to existing roof). to allow design change to the corner window detail on the rear extension. Two individual windows are proposed	No consultation required for this application.
20/P/1447/FUH	16 Halliwell Road, Portishead, BS20 8JP	Proposed single storey side extension with altered stair access	No objection.

20/P/1476/FUH	9 Newhaven Road Portishead Bristol BS20 8LH	Proposed replacement rear balcony	No objection.
20/P/1564/FUH	370 Nore Road, Portishead, BS20 8EY	Proposed double garage to rear garden of 370 Nore Road with first floor room above	No objection.
20/P/1578/FUH	395 Nore Road, Portishead, BS20 8EZ	Proposed first floor extension and roof reconfiguration to provide additional living accommodation.	No objection.
20/P/1588/NMA	459 Newfoundland Way, Portishead, BS20 7QF	non material amendment to application 10/P/0526/RM to allow the existing render system and High Pressure Laminate (HPL) finishes will be removed together with other combustible materials used within the external walls and will be replaced with materials achieving A2-s1, d0 or better in fire tests. Colours, textures, and arrangements will match the existing as near as possible	No consultation required.

20/P/1617/NMA	41 Charcombe Rise, Portishead, BS20 8NB	Non-material amendment to application 19/P/2785/FUH (Demolition of existing single storey side extension and timber terrace. Replace with three storey new build side extension) to allow change to windows to master bedroom. From sliding doors with Juliette balcony to fixed full height glazing to garden elevation. Change from fixed full height glazing to incorporation of two opening lights to the side elevation. New timber cladding to match existing house and neighbouring properties to rear of extension, returning around corner, lining through with ground floor	No consultation required.
20/P/1669/NMA	11 Elm Walk, Portishead, BS20 6SU	Non-material amendment to application 20/P/0500/FUH (Two storey rear extension and alterations to existing dormers) to allow alterations to elevation: materials, roof lights and fenestration.	No consultation required.

## TREE APPLICATIONS

20/P/1383/TPO	3 Beechwood Drive, Portishead, BS20 8ES	T1 - Beech - Crown reduce by 2.5m. Crown lift to 2m back to previous points. T2 - Oak - reduce height by 2m and spread by 1m to previous points.	No objection.
20/P/1500/TRCA	77 West Hill, Portishead, BS20 6LQ	T1 - Magnolia - Crown reduce by 1m. T2 - Pitto - Crown reduce by 1m.	No objection.
20/P/1448/TRCA	Axnfell, 24 Woodhill Avenue Portishead, BS20 7EX	T1 - Oak - Crown lift by 4m above ground level.	No consultation required.
20/P/1536/TRCA	5 Rose Hill, Portishead, BS20 6BF	T1 - Sycamore - Re-pollard to previous points.	No consultation required.
20/P/1561/TPO	8 Riverleaze, Portishead, BS20 8EA	G5 - Mixed species - Reduce by 1.5m between corner of property boundary and gate. Reduce lateral spread on garden side by 0.5m. T6 - Oak - Crown lift over footpath and garden boundary to approx 3m from ground level.	No objection.