



Broadstairs & St. Peter's Town Council

Attach 1

PLANNING COMMITTEE MINUTES

MONDAY 4 NOVEMBER 2024

Present: Cllrs J Bayford, J Bright, P Moore, S Roberts (Chair)
Deputy Town Clerk – Julie Belsey
Volunteer Tree Warden – Karen McKenzie (arrived 19:02)

Minutes marked * require a resolution from the Town Council

347 OPENNESS AND TRANSPARENCY

Cllr Roberts reminded those present of the right to record, film or broadcast any meetings of the Council, committees and sub-committees is established following the Local Government Audit and Accountability Act 2014.

348 APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from: Cllr R Farooki, Cllr E Orhan, Cllr K Pressland

349 DECLARATIONS OF INTEREST

Cllr J Bright declared an interest in application 24/1172/DR – Fairlight, Reading Street, Broadstairs CT10 3AX – planning applicant is a neighbour.

350 MINUTES OF THE LAST MEETING

RESOLVED to RECEIVE and APPROVE the minutes of the meeting held on Monday 7th October 2024.

351 MATTERS ARISING FROM THESE MINUTES NOT COVERED ELSEWHERE IN THE AGENDA

Item 341: The Chair to correspond with Iain Livingstone, TDC Planning in reference to The Dolphin Public House/Retort House.

Item 343: The Neighbourhood Plan page on the Town Council website has been updated and amended as necessary.

352 QUESTIONS AND/OR OBSERVATIONS, OTHER THAN THOSE FOR SPECIFIC PLANNING APPLICATIONS, FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

None

353 CORRESPONDENCE

None

354 CHAIR'S REPORT

None

355 NEIGHBOURHOOD PLAN BUSINESS

A Neighbourhood Plan Sub-Committee Meeting has been arranged for Thursday 14th November 2024 to discuss the Terms of Reference and the recruitment and criteria of community members.

If any of the following planning applications are placed before Thanet District Council's planning committee then 'dual-hatted' members will not be bound by the views of the Town Council and will re-consider the applications afresh taking into account all relevant planning considerations and representations.

At the District Council's planning meetings 'dual-hatted' members will declare a 'significant interest' in the applications made by the Broadstairs and St Peter's Town Council and will leave the room and not participate in the consideration of those matter.

356 PLANNING APPLICATIONS

RESOLVED that the applications be dealt with as detailed below:

- i) The Committee recommends **REFUSAL** to the applications listed below:

Cllr J Bright did not take part in the Committee discussion or the vote on application 24/1172/DR – Fairlight, Reading Street, Broadstairs CT10 3AX

24/1172/DR Fairlight, Reading Street, Broadstairs CT10 3AX
The Planning Committee unanimously recommends REFUSAL for this application. The Town Council requests that the TDC Tree Officer reports on the BS5837:2012 standard with regards to these trees stated within the application to ensure that the standard is followed correctly. The report attached to this application does not quote the standard in its entirety and therefore the Town Council believes that the car port could be built without any damage to the trees by placing it to the right of the property.

(Chair to speak to Iain Livingstone, TDC Planning with regards the application)

- ii) **No Comment** was made on all other applications on the weekly lists (all unanimous):

24/1070/DR 52 Broadstairs Road, Broadstairs CT10 2RJ
A/24/1152/GD 135 High Street, Broadstairs CT10 1NG
24/1177/DR 202 Ramsgate Road, Broadstairs CT10 2EW
24/1114/DR 52 Broadstairs Road, Broadstairs CT10 2RJ
24/1239/RB 14 North Foreland Road, Broadstairs CT10 3NN

357 WORKS TO TREES IN CONSERVATION AREAS/TREE PRESERVATION ORDERS/ HEDGEROW REMOVAL APPLICATIONS

RECEIVED the emailed report from the Volunteer Tree Warden.

RESOLVED that the applications be dealt with as detailed below:

- (i) The Committee recommends **REFUSAL** to the applications listed below:

TPO/24/1121/MM 10 Tina Gardens, Broadstairs CT10 1BJ
The Committee unanimously recommends REFUSAL as this application does not adhere to the Neighbourhood Plan Policy BSP3 – Protecting and Providing Important Trees – remedial tree works to be kept to a maximum of 20%.

TPO/24/1125/MM 45 Selwyn Gardens, Broadstairs CT10 2SW
The Committee unanimously recommends REFUSAL. The Town Council requests that the TDC Tree Officer ascertains if the reductions are in line with the Town Council's Neighbourhood Plan Policy BSP3 Protecting and Providing Important Trees – remedial tree works to be kept to a maximum of 20%. Also, for the Tree Officer to investigate if the trees are diseased and causing issues as stated within the application.

TPO/24/0770/MM The Old Police Station, 58-60 Gladstone Road, Broadstairs CT10 2TA

The Committee unanimously recommends REFUSAL and requests that the TDC Tree Officer ensures that the work is consistent with standard BS3998 and is in line with the Town Council's Neighbourhood Plan Policy BSP3 Protecting and Providing Important Trees – remedial tree works to be kept to a maximum of 20%. Insufficient evidence is provided regarding the need for the footpath works.

TPO/24/1184/MM 48 The Maples, Broadstairs CT10 2PE
The Committee recommends REFSUAL on the basis of insufficient information provided by a qualified arborist to substantiate the works. (Majority – 1 abstention)

TPO/24/1174/MM 5 Woodland Way, Broadstairs CT10 3QD
The Committee unanimously recommends REFSUAL as follows: All these Holm Oaks have had crown raising and we suspect under the shingle there is a geotextile membrane that can impede water availability to the trees. The TDC Tree Officer should insist on the geotextile membrane removal. Also, because the crowns have been raised this will inevitably lead to a higher crown and that is what has happened. The crowns are open and appear to be of good shape and form, reducing the crowns by 3 m will encourage a lot of growth which inevitably will cast more shade. If this is allowed to be done, in 3 years they will want the crowns thinned. All this work will put further pressure on the tree with more wounds and therefore potentially more opportunity for disease infiltration and early demise of the trees. As far as the Turkey Oak is concerned it appears there is an issue and we would ask whether a core can be taken to determine the degree of solid wood including live wood as this would determine the need for tree removal or not. As a remedial step reduction of the canopy of this tree and thinning the crown to take stress of the trunk would be the best approach.

(ii) RESOLVED unanimously that the standard response should be sent into all other tree applications on the weekly lists (standard response and applications set out below):

The Planning Committee of the Town Council has considered the applications below and resolved unanimously that the application be subject to inspection by the TDC Biodiversity and Horticulture Officer (Tree Officer).

The Planning Committee request that the stance and recommendations in the TDC Biodiversity and Horticulture Officer report are taken into consideration when deciding applications for tree works and any suggested conditions are clearly stated to the applicant in the consent letter.

The Town Council policy for work on trees is as follows and we would respectfully ask that our recommendations are provided to the tree owner with any permission granted:

- Healthy trees are retained wherever possible.
- Only diseased or dying trees to be felled and only subject to a suitable replacement being planted. Where trees are being felled because of overcrowding, thinning rather than removal of all trees should be considered wherever possible.
- Remedial tree works i.e. Crown lift / Crown thin / Height reduction etc., to be kept to a maximum of 20% and expressed as such in the application.
- Works required for structural reasons i.e. impact of root damage to foundations and drains must be supported by recognized structural engineering evidence as well as a report from the TDC Biodiversity and Horticulture Officer.
- It is a criminal offence under the Wildlife and Countryside Act to disturb nesting birds. However, birds can roost in any month of the year. We require the applicant to check for nesting or roosting birds before undertaking works to trees and if birds are found to be nesting, for works to be postponed until nesting is complete. If birds present on the site are of high conservation concern

('red list'* or 'amber list' birds**), permission for the works should be refused unless there are overwhelming reasons for it to be given.

- No tree works should be permitted to take place during the main nesting period from mid-March until the end of August. Birds can nest or roost in any month of the year.

* House Sparrow, Starling, Song Thrush

** Hedge Sparrow (Dunnock)

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|----------------|----------------------------------------------------------------|
| TPO/24/1140/MM | Charles Dickens School, Broadstairs Road, Broadstairs CT10 2RL |
| TPO/24/1148/MM | Bradstow School, 34 Dumpton Park Drive, Broadstairs CT10 1BY |
| TCA/24/1163/MM | 15 Ranelagh Grove, Broadstairs CT10 2TE |
| TCA/24/1205/MM | 9 Granville Road, Broadstairs CT10 1QB |

358 PROPOSED FORWARD AGENDA ITEMS & DATE OF NEXT MEETING

Next meeting: Monday 2nd December 2024

Meeting closed at 19:40
Deputy Town Clerk



Broadstairs & St Peter's Town Council

Attach 2

NEIGHBOURHOOD PLAN SUB-COMMITTEE MINUTES Thursday 14th November at 12.00pm

Present:

Cllr J Bright, Cllr M Garner (Chair)

Community Members: Peter Lorenzo, Laura Scotney, Sue Wall

Deputy Town Clerk: Julie Belsey

53. OPENNESS AND TRANSPARENCY

The Chairman reminded those present of the right to record, film or broadcast any meetings of the Council, committees and subcommittees is established following the Local Government Audit and Accountability Act 2014.

Sue Wall informed the sub-committee that she would be recording.

54. APOLOGIES FOR ABSENCE

Apologies with reason were received from Councillor Kristian Bright and Councillor Colin Kemp.

55. DECLARATIONS OF INTEREST

None received.

56. MINUTES

The minutes of the meeting held on 17th September 2024 were received and approved.

57. MATTERS ARISING FROM THESE MINUTES NOT COVERED ELSEWHERE IN THE AGENDA

The Neighbourhood Plan page has been reformatted and the local green spaces have been updated.

58. TERMS OF REFERENCE

The terms of reference were discussed, and it was agreed that there should be no cap on the amount of community members on the sub-committee as it would be seen as a success if we were to have more community members.

Draft terms of reference to be approved at Council.

59. COMMUNITY MEMBERS CRITERIA

The next review and update of the Neighbourhood plan is 2028.

It was agreed that the process will commence in Q1 of 2026, whereby the sub-committee will reconvene. Discussion will include an information sharing and gathering event, similar to the Town Forum format, to be held to generate enthusiasm, start promoting and creating interest, with a continued campaign to access a cross section of the community. Councillors and members of the sub-committee would be invited to talk/take part.

Members will be informed of the need to disclose interests and the signing of the code of conduct adopted by the Council. The sub-committee would agree the roles of the community members.

Discussion will also take place regarding the funding requirements for the next phase – paying for the review/consultants (Town Planner)/funding streams etc.

60. DATE OF NEXT MEETING

Next meeting to be announced – Q1 2026

Meeting closed: 12.32pm
Deputy Town Clerk

**BROADSTAIRS & ST PETER'S TOWN COUNCIL
DRAFT TERMS OF REFERENCE FOR**

THE NEIGHBOURHOOD PLAN SUB-COMMITTEE

MEMBERSHIP

- The Neighbourhood Plan Sub-Committee shall consist of a minimum of four Councillors and a minimum of three Community Members.
- All Neighbourhood Plan Sub Committee members shall have full voting rights on the sub-committee as this is an advisory committee.

PROCEDURES

- At the first meeting of the Neighbourhood Plan Sub-Committee after the Annual Meeting of the Town Council the Committee shall elect a Chairman and Vice Chairman for the forthcoming year from amongst the committee membership. The Chairman and Vice Chairman may be re-elected.
- The quorum for the sub-committee shall be three. Business cannot be transacted with fewer than three voting members present.
- The sub-committee will submit minutes of their meetings to the next meeting of the Planning Committee and seek approval for recommendations made.
- The annual budgeting process will allocate funds to the Neighbourhood Plan Sub-Committee to be spent on the implementation and updates of the Neighbourhood Plan.
- The Deputy Town Clerk or an appropriate officer shall provide administrative support for the Sub-committee.

FREQUENCY OF MEETINGS

- The sub-committee will normally meet as and when required. Notification of the meetings will be sent out by the Deputy Town Clerk.
- Meetings will take place at Pierremont Hall or other suitable venue and will be open to the public.

COMMITTEE FUNCTIONS

The sub-committee shall undertake the initial implementation and subsequent updates of the Broadstairs and St Peter's Neighbourhood Development Plan, including utilising data from background documents, evidence, and consultation. The Sub-Committee is an advisory Committee which reports to the Planning Committee