

**MINUTES OF THE DEVELOPMENT MANAGEMENT COMMITTEE  
HELD ON**

7 June 2023

7.30 - 9.48 pm

**PRESENT**

**Committee Members**

Councillor Michael Garnett (Chair)  
Councillor Sue Livings (Vice-Chair)  
Councillor Maggie Hulcoop  
Councillor James Leppard  
Councillor Kay Morrison  
Councillor Nicky Purse  
Councillor John Steer  
Councillor Nancy Watson

**Officers**

Pauline Elliott, Head of Planning and Building Control  
Gavin Cooper, Development Manager  
Julie Galvin, Legal Services Manager  
Nicole Parker, Admin Assistant

**Also Present**

Councillor Stephen Lemay

114. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

None.

115. **DECLARATIONS OF INTEREST**

Councillor Maggie Hulcoop declared a non-pecuniary interest in agenda item 13 (HW/FUL/23/00096) as she has grandchildren who attend the school.

Councillor Sue Livings declared a non-pecuniary interest in agenda item 12 (HW/ADV/23/00087) as a Ward Councillor for Old Harlow.

Councillor Michael Garnett declared a non-pecuniary interest in agenda item 12 (HW/ADV/23/00087) as a Ward Councillor for Old Harlow.

116. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 12 April 2023 are agreed and signed as a correct record by the Chair.

117. **MATTERS ARISING**

None.

118. **WRITTEN QUESTIONS**

None.

119. **PROCEDURE FOR CONSIDERATION OF PLANNING APPLICATIONS**

**RESOLVED** that the procedure for the meeting be noted.

120. **HW/FUL/22/00208 - SITE OF FORMER PITCH AND PUTT, TOWN PARK, HARLOW**

The Committee received a report and application (HW/FUL/22/00208) for the installation of a footgolf course on the former pitch and putt course.

The Committee also received a supplementary report which included proposed additional conditions.

Representations were heard from one objector and the agent.

Councillor Kay Morrison proposed (seconded by Councillor Maggie Hulcoop) to amend the condition in the supplementary report to reduce the timings of commencement from 3 years to 18 months.

Councillor James Leppard proposed (seconded by Councillor Sue Livings) proposed two additional conditions to be added, the removal of the kiosk and the relocation of the benches adjacent to Arbour Mews.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report and the following two additional conditions:

**A** Prior to the facility opening a scheme for the retention and relocation of the benches adjacent to Arbour Mews shall be submitted to and approved by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

REASON: To protect the amenities of Arbour Mews in accordance with policy PL2 of the Harlow Local Development Plan 2020.

**B** Prior to the expiry of 18 months from the date of commencement of the Footgolf facility hereby approved the existing 'kiosk' shall be removed from the site and the site made good.

REASON: To avoid clutter within the Town Park and protect the appearance and character of the existing Listed Park and the

setting of the Conservation Area and to comply with policies PL12 and PL1 of the Harlow Local Development Plan 2020.

121. **HW/HSE/22/00512 - 5 THE DOWNS, HARLOW**

The Committee received a report and application (HW/HSE/22/00512) for the conversion of an existing garage into a summer house.

Representations from one objector was heard.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report.

122. **HW/FUL/23/00023 - 16 BURNETT PARK, HARLOW**

The Committee received a report and application (HW/FUL/23/00023) for construction of a two-storey, 3-bedroom detached dwelling on land adjacent to 16 Burnett Park.

The Committee also received a supplementary report with an updated officer recommendation.

Representations were heard from two objectors and the applicant.

Councillor James Leppard proposed (seconded by Councillor John Steer) that an active electrical vehicle charging point is provided on the site.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report, the following additional conditions and subject to completion of a legal agreement to secure a financial contribution of £3,600 towards off-site biodiversity gain:

**A** Prior to the occupation of the development to which this permission relates, a minimum of one active electric vehicle charging point shall be provided on the site. The electric vehicle charging point shall thereafter be permanently retained unless otherwise agreed in writing by the local planning authority.

**REASON:** To ensure the adequate promotion of sustainable modes of transport and to accord with Policy IN1 of the Harlow Local Development Plan 2020.

**B** If no legal agreement has been signed within 6 months, that the determination be delegated to the Assistant Director for Planning and Building Control to refuse planning permission for the following reason:

“The development by reason of the loss of garden would not contribute to the biodiversity of the district or provide opportunities for people to enjoy nature. The biodiversity net

loss would be contrary to policy PL9 of the Harlow Local Development Plan 2020.”

123. **HW/HSE/23/00048 - 57 DEER PARK, HARLOW**

The Committee received a report and application (HW/HSE/23/00048) for the construction of a single storey rear and part front extension.

Councillor James Leppard proposed (seconded by Councillor Nicky Purse) that an additional condition be included that relates to working hours.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report and the following additional condition:

**A** The development to which this permission relates shall be carried out only between the hours of 08:00 to 18:00 Monday to Friday and 09:00 to 13:00 on Saturdays. For the avoidance of doubt, no development shall take place on Sundays or public holidays.

REASON: In the interests of the living conditions of neighbouring occupiers and to accord with Policy PL2 of the Harlow Local Development Plan 2020.

124. **HW/ADV/23/00053 - ADVERTISEMENT BOARD AT WATER LANE/KATHERINE'S WAY/SOUTHERN WAY ROUNDABOUT, WATER LANE, HARLOW**

The Committee received a application and report (HW/ADV/23/00053) for the erection of 3 no. sponsorship signs to be placed on the Water Lane/Katherines Way/Southern Way Roundabout.

The Committee also received a supplementary report for an amendment to the proposal description on page 1 of the officer report as it was inaccurate.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report.

125. **HW/ADV/23/00087 - ADVERTISEMENT BOARD AT GILDEN WAY/CHURCHGATE ST/OLD OAK WAY ROUNDABOUT, GILDEN WAY, HARLOW**

The Committee received an application and report (HW/ADV/23/00087) for the erection of 4 no. sponsorship signs to be placed on the Gilden Way/Churchgate St/Old Oak Way Roundabout.

Representations were heard from one objector.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report.

126. **HW/FUL/23/00096 - BURNT MILL ACADEMY, FIRST AVENUE, HARLOW**

The Committee the received an application and report (HW/FUL/23/00096) for the demolition of the existing school buildings and sports facilities and erection of a replacement school and sports facilities with associated access, parking and landscaping.

The Committee also received a supplementary agenda with amendments to existing conditions and recommendations to add an additional condition for 2 electrical vehicle charging points to be provided.

Representations were heard from one objector and the agent.

Councillor Nicky Purse proposed (seconded by Councillor Livings) that prior to works commencing a communication strategy be implemented for liaison between the local residents and the school during the construction school so they can be updated, when necessary, about any works being undertaken.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report and the supplementary report with amendments to conditions 8, 13, two further conditions and an additional informative clause

**A** Changes to condition 8: If unexpected contamination is discovered at any time during the implementation of the development to which this permission relates, work in the affected area shall immediately cease and the contamination shall be reported to the local planning authority. Work in the affected area shall not resume until works for the remediation of said contamination have been approved in writing by the local planning authority. The development shall then be carried out in accordance with any agreed remediation and verification measures.

**REASON:** In the interests of human health and to accord with policy PL10 of the Harlow Local Development Plan 2020.

**B** Changes to condition 13: Prior to the commencement of the relevant works, details of the materials and architectural features to be used in the exteriors of the approved teaching and sports blocks shall be submitted to and approved in writing by the local planning authority. The development shall then be carried out in accordance with the approved details.

REASON: In the interests of conserving heritage assets and the character and appearance of the area and to accord with policies WE5, PL1 and PL12 of the Harlow Local Development Plan 2020.

- C** Additional condition: Prior to the beneficial occupation of the development to which this permission relates. 2no. active electric vehicle charging points shall be provided as shown on the approved plans. By the same date, all other car parking spaces shall be provided to meet a passive standard. The spaces shall thereafter be retained as such unless otherwise agreed in writing by the local planning authority.

REASON: In the interests of promoting sustainable modes of transport and to accord with policy IN1 of the Harlow Local Development Plan 2020.

- D** Additional condition: Prior to works commencing, a communication strategy for the liaison between local residents and the school during construction of the new school shall be submitted to and agreed by the Local Planning Authority. This should set out as a minimum how regular updates will be given to residents and how residents can raise issues with a named contact. The communication strategy thereby approved shall be adhered to in full unless otherwise agreed in writing by the Local Authority.

REASON: To protect the amenities of residents in accordance with Policy PL2 of the Harlow Local Development Plan, December 2020.

- E** Change to informative: In applying condition 13, the Council will seek to retain an element of blue feature panels on the proposed buildings.

127. **HW/FUL/23/00108 - STAPLE TYE DEPOT, PERRY ROAD, HARLOW**

The Committee received a report and application (HW/FUL/23/00108) for erection of 10 no. residential apartments with hard & soft landscaping and associated parking.

The Committee also received a supplementary report for the amendment of a condition.

Councillor Nicky Purse proposed (seconded by Councillor James Leppard) to add an additional condition for a minimum of ten active electric vehicle points to be provided.

**RESOLVED** that planning permission be **GRANTED** subject to the conditions in the report with an amendment to condition 10 and a further new condition

**A** Changes to condition 10: Prior to the commencement of the development to which this permission relates (excluding groundworks, site clearance and demolition), a surface water drainage scheme shall be submitted to and approved in writing by the local planning authority. The scheme shall include:

- i. The results of infiltration testing carried out in accordance with BRE 365 and the relevant sections of the CIRIA SuDS Manual;
- ii. Discharge rates of no greater than 2 L/s for all storm events up to and including the 1 in 100 year plus 40% allowance for climate change;
- iii. Evidence of agreement to discharge rates from the relevant statutory undertaker;
- iv. Sufficient storage to ensure no off-site flooding during the 1 in 100 year storm event plus 40% allowance for climate change;
- v. Evidence that all storage features could half empty within 24 hours following the 1 in 30 year critical storm event plus 40% allowance for climate change or evidence that the drainage scheme could accommodate the 1 in 10 year plus 40% event within 24 hours of the 1 in 30 year plus 40% event;
- vi. Final modelling and calculations for all areas of the scheme;
- vii. The appropriate level of treatment for all run-off leaving the site in accordance with the Simple Index Approach in the CIRIA SuDS Manual;
- viii. Detailed engineering drawings of each component of the scheme;
- ix. A final drainage plan which shows exceedance routes, conveyance routes, finished floor levels, ground levels, the location and size of any drainage features, and the network links and nodes as used in the modelling; and
- x. A written report summarising the final strategy and highlighting any minor changes to the approved strategy.

The approved drainage scheme shall then be implemented prior to beneficial occupation of the development and permanently retained thereafter.

**REASON:** In the interests of mitigating flood risk and to accord with policy PL11 of the Harlow Local Development Plan 2020.

**B** Additional condition: Prior to the occupation of the development to which this permission relates, a minimum of ten active electric vehicle charging points shall be provided on the site. The electric vehicle charging point shall thereafter be permanently retained unless otherwise agreed in writing by the local planning authority.

REASON: To ensure the adequate promotion of sustainable modes of transport and to accord with Policy IN1 of the Harlow Local Development Plan 2020.

128. **REFERENCES FROM OTHER COMMITTEES**

None.

129. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE