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**South
Cambridgeshire**
District Council

Our ref: DJR/JP

Your ref:

Date 8 July 2008

Development Services Department

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To: Chairman Cllr P Corney, Vice Chairman Cllr C Nightingale Cllr R Turner, Cllr C Hunt, Cllr S Doggett, Cllr N Scarr, Cllr N Cathcart, Cllr D McCraith, Cllr D Bird, Cllr D Roberts, Cllr H Smith, Cllr R Summerfield, Cllr D Morgan, Cllr L Morgan and Cllr M Loynes

Dear Member

Chairman's Delegation Meeting – 16 July 2008

The Chairman's Delegation Meeting will take place on 16 July 2008 at 10 am in the Jeavons meeting room.

The applications to be considered are as follows:-

1. S/0834/08/F – Replacement Dwelling - 22 Frog End, Little Wilbraham
Officer recommendation – Approval
2. S/2163/07/CAC – Total demolition of clunch barn, Rectory Farm Barns, Little Wilbraham
Officer recommendation –
3. S/0692/08/F - Change of use from light industrial (B1c) to vehicle depot (Sui generis) - 96 Fulbourn Old Drift, Teversham
Officer recommendation - Approval
4. S/0908/08/F - Conversion of existing telephone exchange to a one bedroom studio - The Old Telephone Exchange, Old Church Lane, Fulbourn
Officer recommendation – Approval
5. S/0865/08/F – Change of use of land for siting of mobile home, Hillview Farm, Old North Road, Bassingbourn cum Kneesworth
Officer recommendation – Approval
6. S/0879/08/F – Boundary fence and gates, Petersfield C of E School, Hurdleditch Road, Orwell
Officer recommendation – Approval
7. S/0921/08/F – Erection of front, side and rear extensions, 6 Champions Close, Fowlmere
Officer recommendation – Approval
8. S/0922/08/F – Erection of glazed lobby, Tesco Stores, Cambridge Road, Milton
Officer recommendation – Approval
9. S/0947/08/A – Erection of hoarding and 3 signs, GC09, Twigden Homes, School Lane, Cambourne
Officer recommendation – Approve for a period of one year

Would Members please note that the items may not be taken in the order on the paper.

I attach a copy of the protocol agreed by Planning Committee on 3 June 1998 as amended by Committee on 1 August 2007. Your attention is drawn to (c), (e) and (f) especially. I hope that you will have an opportunity to discuss the relevant application(s) with the Planning Officer in the Area Team before the meeting.

Please contact the Area Team if you have any difficulties.

Yours sincerely

GARETH JONES
CORPORATE MANAGER – PLANNING & SUSTAINABLE COMMUNITIES

EXTENDED DELEGATED POWERS TO DETERMINE APPLICATIONS AT A 'CHAIRMAN'S DELEGATION MEETING'

The extended delegation will cover:

1. a) Applications for minor development (for dwellings: less than 10 are to be constructed or, if number not given, the site area is 0.5 hectares).
- b) Applications for other development, including change of use (if it does not concern a major development), householder development, advertisements, Listed Building consents and Conservation Area consent.
- c) Applications for Prior Notification of permitted development.

Where the proposed decision of the officer to approve the application would conflict with, or would not substantially satisfy through the imposition of conditions, the written representation of the Parish Council received within the statutory consultation period.

2. A written request from an elected Member of the District Council for an application for 'Other Development' to be referred to Planning Committee.
3. A proposed recommendation of approval on an application for a 'Major Development', which would conflict with or would not substantially satisfy through the imposition of conditions, written representations on material planning reasons received from owners or occupiers of property (but no other statutory consultee) within the specified consultation period.

Such decisions would only be taken following, and in consultation with, the Chairman and Vice-Chairman of Planning Committee and the Local Member(s).

The protocol will be:

- a) The Chairman's Delegation Meeting (ChDM) will normally meet twice each month.
- b) A list of applications to be considered at a meeting will be prepared and circulated to the Chairman, Vice-Chairman and Local Member(s) at least 4 clear working days in advance of the meeting. A copy of the agenda will be sent to the relevant Parish Councils and posted on the Council's Intranet.
- c) Once the agenda has been published no additional applications will be considered at the meeting without the prior agreement of both the Chairman/or in his/her absence, the Vice Chairman) and the Local Member(s). The relevant Parish Councils will be notified of any additional applications, which are to be considered at the meeting.
- d) The Local Member(s) may attend the meeting, submit representations in writing or otherwise make sure the ChDM is clearly aware of their views.
- e) Case Officers will present individual applications for discussion and decision.
- f) The Local Member(s), whether on the Planning Committee or not, can recommend either in advance of or at, the ChDM that the application be considered by the Planning Committee, with a Member site visit, if required. A decision whether to refer an application to Committee will be made entirely at the discretion of the ChDM. A recommendation will not automatically be accepted. If the recommendation is made in advance of the meeting, the request shall be in writing and shall state the material planning reasons why it is requested that the application be referred to Committee with or without a site visit by Members.

- g) The outcome of the ChDM will either be:
- i) The decision will be delegated to the Corporate Manager - Planning & Sustainable Communities, Design and Conservation Manager, Principal Conservation Officer, Development Control Manager or the Major Developments Manager with the agreement of the Chairman and/or Vice Chairman and Local Member(s);
- or
- ii) The application should be referred to the Planning Committee with or without a site visit.

Jan 2006
Amended August 2007
Amended February 2008