



## MINUTES

Minutes of a meeting of the **REPRESENTATIONAL COMMITTEE** held at the Guildhall, Mill Street, Ludlow on **WEDNESDAY 14<sup>th</sup> NOVEMBER 2018** at **7pm**.

### R/177 PRESENT

Chair:	Councillor Ginger
Vice Chair	Councillor Sheward
Councillors:	Clarke ,Gill, Jones, Lyle, Mahalski, Pote
Officers:	Kate Adams, Deputy Town Clerk Stephanie Williams, Committee Officer

### R/178 HEALTH & SAFETY

The Chairman informed Councillors of the fire exits, fire assembly point and asked that everyone sign the attendance log.

### R/179 APOLOGIES

Apologies were received from Councillors Paton, O'Neil and Unitary Councillor Andy Boddington.

### R/180 DECLARATIONS OF INTEREST

#### Disclosable Pecuniary Interests

Cllr	Item	Reason
Clarke	18/04696/FUL	Business associate

#### Conflicts of interest

None

#### Personal Interest

Cllr	Item	Reason
Clarke	18/04682/FUL	Neighbouring property
Gill	18/05006/FUL	Volunteer at Ludlow Assembly Rooms

	18/05007/LBC	
Lyle	18/05006/FUL 18/05007/LBC	Associated with Ludlow Assembly Rooms
Pote	Item 20	Party with other organisations involved

**R/181 PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

**R/182 LUDLOW'S UNITARY COUNCILLORS QUESTION AND ANSWER SESSION**

There were no Unitary Councillors present.

**R/183 MINUTES****RESOLVED (Unanimous)  
GG/CS**

To approve the minutes of the Representational Committee meeting held on Wednesday 18<sup>th</sup> October 2018 as a correct record.

**R/184 PRESENTATION**

Members received a presentation from Mr James Caird Chair of Ludlow Area Advisory Committee on the planning controls potentially available in conservation areas.

Mr Caird explained the three options that the Ludlow Town Council could follow to control some of the current issues within the conservation area.

- Planning Control
- Listed Building Control
- Advertising Control

As far as planning permission is concerned, Schedule 3 of General Permitted Development Order lists the developments that can be made without planning permission - known as permitted development.

Within a conservation area it is possible to apply to the Secretary of State (SoS) for an 'Article 4 Direction'. An article 4 direction is made by the local planning authority but requires approval by the Secretary of State. It restricts the scope of permitted development rights either in relation to a particular area or site, or a particular type of development anywhere in the authority's area.

The shortcoming of Article 4 for Ludlow conservation area is that there are few unlisted buildings to which it would apply, thus reducing its impact

**Advertisement consent** is required for all developments that are not either exempt or have deemed consent through the Advertisement Regulations which are complex and pretty lenient. The local planning authority may introduce an Area of Special Control (with SoS approval) which would reduce the scope of deemed consent to an extent.

**Listed Building Consent** is required for any 'alteration or extension [to a listed building] in any manner which would affect its character as a building of special architectural or historic interest'. Listed Building Consent is required in addition to planning permission and if both are required the two applications are usually handled together by the local planning authority. Listed Building control is already fully in force in the Ludlow conservation area.

Because of the very broad scope of the definition, in Ludlow, where most of the buildings are listed, this is the most effective tool for restricting inappropriate development and advertisements, through both permissions and enforcement.

**R/185 ITEMS TO ACTION**

The Chairman thanked the Town Clerk and staff for completing the items to action.

**RESOLVED (unanimous)**  
**GG/CS**

To note the items to action.

**R/186 LUDLOW CONSERVATION AREA ADVISORY COMMITTEE (LCAAC)**

**RESOLVED (Unanimous)**  
**GG/CS**

To note the LCAAC minutes of the meeting held on 18<sup>th</sup> October 2018 and the agenda for the meeting to be held on 14<sup>th</sup> November 2018.

**R/187 SHROPSHIRE COUNCIL DECISIONS - PENDING**

**RESOLVED (Unanimous)**  
**GG/CS**

To note the pending decisions from Shropshire Council.

**R/188 SUSPEND STANDING ORDERS**

**RESOLVED (unanimous)  
GG/RJ**

To suspend Standing Orders to comment on Shropshire Council decisions.

**R/189 18/03089/LBC Victory House Club 8 Mill Street Ludlow SY8 1AZ**

**RESOLVED ( 7:0:1)  
GG/RJ**

To write to Shropshire Council Conservation Officer to express members dismay at the decision to grant permission to remove the crown glass.

To note the decisions granted

**R/190 REINSTATE STANDING ORDERS**

**RESOLVED ( unanimous)  
RJ/GG**

Standing Orders were reinstated

**PLANNING APPLICATIONS**

Councillor Clarke left the meeting 7.50pm

**R/191 18/04696/FUL Warehouse at Former Council Depot Coder Road Ludlow Ludlow SY8 1XE erection of single storey warehouse extension to existing warehouse erection of single story building comprising five industrial**

**RESOLVED (Unanimous)  
RJ/TM**

No objection.

Councillor Clarke returned to the meeting at 7.54pm

**R/192 18/04785/FUL Ludlow CE School Specialist Technology and Sports College Bromfield Road Ludlow SY8 1GJ siting of no5 temporary demountable classrooms**

**RESOLVED (Unanimous)  
RJ/TG**

No objection

**R/193 18/04580/FUL 25 Castle View Terrace Ludlow SY8 2NG erection of single storey side extension to form garden room and terrace**

**RESOLVED (Unanimous)  
GG/TM**

No Objection

**R/194 18/05002/TPO The Cliff Park Halton Lane Ludlow SY8 2JF to carry out various works to trees protected by the Council of the South Shropshire District**

**RESOLVED (Unanimous)  
GG/CS**

No objection.

Members supported Peter Norman Tree Officer's comments;

*It covers some 30 trees at the Mobile Homes site. They have all been surveyed by a qualified Arb. consultant producing a comprehensive report which is part of a long-term management plan. Only one tree is identified for felling in the short term. Many of the trees have potential public amenity but they are all already covered by a TPO.*

*I see no grounds for objecting to the proposed works.*

**R/195 18/04682/FUL 121 Old Street Ludlow SY8 1NU erection of two storey rear extension, insertion of dormer window and roof lights to facilitate loft conversion to residential use**

**RESOLVED (Unanimous)  
GG/MC**

Object

- i) Method statement has not been submitted to Shropshire Council
- ii) A 'Swift' report has not been carried out
- iii) Shropshire Council's Historic Environment Team have commented that the site is known to hold archaeological interest.

**R/196 18/05006/FUL  
18/05007/LBC The Assembly Rooms Mill Street Ludlow SY8 1AZ Alterations to Castle Square frontage to provide re-positioned door access, replacement shopfronts: change of use of (part) ground floor to form café/bar, additional shop unit: formation of toilet facilities: change of use of (part first floor form screening room: formation of function rooms: provision of roof mounted solar panels and acoustic screening: external improvement works, including refurbishment of windows, stucco and render repairs and new lighting.**

**RESOLVED (Unanimous)**  
**GG/CS**

No objection.

**R/197 18/05087/FUL Ludlow Brewing Company Ltd The Railway Shed, Station Drive, Ludlow erection of single storey side extension to existing brewery building (revised scheme)**

**RESOLVED (Unanimous)**  
**GG/CS**

No objection

**R/198 18/05173/FUL The Old Forge Corve Street Ludlow SY8 1DX erection of single storey extension**

**RESOLVED (Unanimous)**  
**GG/CS**

To defer the application to 12<sup>th</sup> December, Representational Committee meeting.

**R/199 CONSERVATION AREA ENFORCEMENT OPTIONS**

**RESOLVED (Unanimous)**  
**GG/CS**

The Chair requested that the Deputy Town Clerk write to Mr James Caird to thank him for the presentation. Members agreed that there were two ways forward to improve Planning enforcement in Ludlow's Conservation Area;

- a) **To consider ways of improving planning enforcement options in Ludlow's Conservation Area as described in the presentation earlier in the meeting.**
- i) To ask Shropshire Council Planning Authority to apply for an article 4 direction under article 4 of the General Permitted Development Order which enables the Secretary of State or the local planning authority to withdraw specified permitted development rights across a defined area.
  - ii) Request that Shropshire Council implement enforcement of Listed Building Control within the Ludlow Conservation Area.
- b) **To consider approaching Shropshire Council's Street Scene Team to prevent illegal and / or improve notification of legal pavement closures and management of obstacles on the pavement.**

- i) To request that Shropshire Council's Street Scene and Highways present a definitive map clarifying which areas of pavement are property of Shropshire Council highway.
- ii) To seek clarification of the procedure and regulations to prevent illegal and/ or improve notification of illegal pavement closures and management of obstacles on pavements

**R/200 SHROPSHIRE COUNCIL PLANNING ENFORCEMENT  
18/06279/ENF - Rock Cottage Rock Lane Ludlow**

**RESOLVED (Unanimous)  
GG/CS**

Members noted the enforcement.

**R/201 THE COMMUNITY INFRASTRUCTURE LEVY (CIL) AND PLACE PLANS**

**RESOLVED (Unanimous)  
GG/CS**

Members agreed on careful reading of the CiL proposals that there appeared to be no benefit to the town of Ludlow, that is providing all of the amenity services and infrastructure for the proposed developments of in excess of 1000 houses in and around the area of Ludlow.

Members felt that Shropshire Council needs to address this anomaly and CiL funds need to be directed to the areas where those amenity services and infrastructure will be provided.

**R/202 CANOPIES, BLINDS AND AWNINGS POLICY**

**RESOLVED (Unanimous)  
GG/RP**

Members noted the policy approved by Ludlow Town Council

**R/203 ROAD CLOSURES/TRAFFIC MANAGEMENT**

**RESOLVED (Unanimous)  
GG/CS**

Members noted the road closure – Temeside- Ludlow 20<sup>th</sup> November – 21<sup>st</sup> November 2018

**R/204 SUSPEND STANDING ORDERS**

**RESOLVED (unanimous)  
GG/RJ**

To suspend Standing Orders to comment on Corve Street Bus Shelter.

**R/205 BUS SHELTER IN CORVE STREET**

**RESOLVED (Unanimous)  
GG/RP**

- The Chair requested that the email received from Shropshire Council regarding the funding is circulated to all Councillors.
- Councillor Pote read out a statement which members agreed that Ludlow Town Council adopt the statement and send to Shropshire Council.
- Write to Shropshire Council to express Ludlow Town Councils disappointment and dismay that the funding has been withdrawn after continual assurance that the 75% contribution was available from Shropshire Council.

**R/206 REINSTATE STANDING ORDERS**

**RESOLVED (unanimous)  
RJ/GG**

Standing Orders were reinstated

**Meeting closed at 8.52 pm**

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Chairman

Date

NB: Closed Session minutes will not be issued