

**Minutes of a Plans Assessment Committee meeting held on Thursday 30th July 2026 at
9.30am at the Parish Centre, Gerald's Way**

In the Chair: Cllr. Pearson

Present: Cllrs. Humberstone, Morris-Wyatt, Shepherd, Taylor & Wilson

In Attendance: Deputy Clerk

PAC 01/30.07.26 - APOLOGIES – There were no apologies.

PAC 02/30.07.26 - PUBLIC PARTICIPATION – Yes for planning application S.26/1145/FUL

PAC 03/30.07.26 – DECLARATIONS OF INTEREST – Yes Cllrs. Pearson & Shepherd for planning application S.26/0988/HHOLD & S.26/0989/LBC.

PAC 04/30.07.26 MINUTES OF THE LAST MEETING – Cllr Pearson proposed “**we approve the minutes of 9th July 2026.**” This was seconded by Cllr. Morris-Wyatt and 2 abstentions.

PAC 05/30.07.26 - MATTERS ARISING – None.

PAC 06/30.07.26 - CORRESPONDENCE - None

PAC 07/30.07.26 – ANY RESULTS FROM SDC ON PREVIOUS APPLICATIONS

Consent: S.26/1001/TPO – Oaklands; S.26/1032/TCA; Cotswold Lodge; S.26/1049/TCA – Meiktila; S.26/1079/TCA – Avalon Cottage; S.26/1102/TCA – Duke of York House;

Permitted: S.26/0882/HHOLD – Milford House; S.26/0980/HHOLD – 7 Hawk Close; S.26/0869/HHOLD – 38, Down View; S.26/0985/HHOLD – 2, Beechwood Drive;

No Objections: S.26/1020/OHL – Overhead Line, Toadsmoor;

Still Waiting: S.26/0574/FUL – Firwood House; S.26/0448/FUL – Land at Brownhill Road; S.26/0929/HHOLD – 6, Gerald's Way; S.26/0968/VAR – Stable; S.26/1023/HHOLD – Shuttle Cottage; S.26/1092/HHOLD – Rockleigh; S.26/1066/HHOLD - Greenacres

PAC 08/30.07.26 - NEW PLANS

S.26/1139/TCA Lilac Cottage – T1. Liquid Amber – cut to previous pruning points. Aim to reduce size by 1m all round. Cllr Humberstone proposed “**we support this plan**”. This was seconded by Cllr Morris-Wyatt and all in favour.

S.26/1212/TCA Westbrook – T1. Sycamore – 2m crown reduction. T2. Damson – fell. Cllr Pearson proposed “**we support this plan.**” This was seconded by Cllr Humberstone and all in favour.

S.26/1219/TCA Springhill Cottage – T1. Sycamore – fell leaving stump at ground level. Cllr Pearson proposed “**We support this plan.**”. This was seconded by Cllr. Humberstone and all in favour.

S.26/0831/HHOLD Oxford House – Erection of a front conservatory. Cllr Pearson proposed “**We object to this proposal on the grounds that it would have an adverse impact on the streetscape and the character and appearance of the Conservation Area. In our view, the proposed development fails to respond appropriately to its historic context and would introduce a form of development that is out of keeping with the established pattern of the surrounding area. The proposal is therefore inconsistent with the objectives of the Chalford Parish Design Statement, Section 4.2, Policy C1,**

which requires that new buildings and extensions should reflect the character of their surroundings, enhance the overall appearance of the Conservation Area and be sympathetic to the existing pattern of development in terms of bulk, scale and massing. The proposed development does not adequately reflect the prevailing character of its surroundings and would neither preserve nor enhance the appearance of the Conservation Area. Accordingly, the proposal conflicts with the principles set out in Policy C1 and should be refused.” This was seconded by Cllr Wilson and 4 abstentions.

S.26/0989/LBC **The Barn, Randalls Green – Installation of replacement windows.** Cllr Morris-Wyatt proposed “We object to this planning application and listed building consent on the grounds that it relates to development within the curtilage of a listed building and fails to comply with the relevant design guidance. As set out in the Chalford Parish Design Statement, Section 4.2.2, Material C10. In the Conservation Area, replacement windows and doors should be constructed using traditional materials, detailing and design. UPVC is not generally appropriate. It is important that replacement windows and doors give a similar visual appearance to those in the existing house in terms of overall shape, colour and size of frame. The proposed UPVC windows and/or doors are contrary to this guidance, as they do not use traditional materials and fail to preserve the character and appearance of the listed building and its setting within the Conservation Area. The proposal would therefore result in harm to the historic significance of the heritage asset and is inconsistent with the adopted Design Statement.” This was seconded by Cllr Humberstone and 1 abstention.

S.26/0988/HHOLD **The Barn, Randalls Green – Installation of replacement windows.** Cllr Morris-Wyatt proposed “We object to this planning application and listed building consent on the grounds that it relates to development within the curtilage of a listed building and fails to comply with the relevant design guidance. As set out in the Chalford Parish Design Statement, Section 4.2.2, Material C10. In the Conservation Area, replacement windows and doors should be constructed using traditional materials, detailing and design. UPVC is not generally appropriate. It is important that replacement windows and doors give a similar visual appearance to those in the existing house in terms of overall shape, colour and size of frame. The proposed UPVC windows and/or doors are contrary to this guidance, as they do not use traditional materials and fail to preserve the character and appearance of the listed building and its setting within the Conservation Area. The proposal would therefore result in harm to the historic significance of the heritage asset and is inconsistent with the adopted Design Statement.” This was seconded by Cllr Humberstone and 1 abstention.

S.26/1145/FUL **Hermit Cottage – Demolition of existing dwelling, retaining only milking parlour northern boundary wall façade. Erection of new-self build dwelling, erection of garage and associated landscaping works.** Cllr Pearson proposed “we neither object to nor support this application at this stage. However, we have concerns regarding the proposed roof height and roofline, and we seek clarification on the overall scale and massing of the development. The dimensions shown on the submitted drawings appear to be inconsistent with those stated elsewhere within the planning application, making it difficult to accurately assess the proposal's visual impact. In particular, clarification is required to confirm the building's overall height, roof profile, and massing, and to ensure that the submitted plans are consistent and accurately represent the proposed development.

Until these discrepancies are resolved, it is not possible to make a fully informed assessment of the proposal's effect on the character and appearance of the surrounding area. It is also not clear whether the pre-application comments had been adequately addressed.” This was seconded by Cllr Wilson and all in favour.

PAC 09/30.07.26 - To review any other planning matters not covered by agenda items – Cllr Pearson asked if we could look into the planning control of using shipping containers for storage. **Action: Deputy Clerk.**

The Committee also requested that the Deputy Clerk update the committee at the next meeting on Avenis Green. **Action: Deputy Clerk**

PAC 10/30.07.26 - To note any items for information or referral only – None

The date of the next meeting is scheduled for Thursday 20th August 2026 at 9.30am.

There being no further business the chairman closed the meeting at 10.39am.