



# ANDOVER TOWN COUNCIL

## Planning Committee Meeting Agenda

Monday 19 April 2021

To the Members of the Planning Committee:

Cllr C Ecclestone (Chairman), Cllr B Long (Vice Chairman), Cllr D Coole, Cllr L Gregori, Cllr R Hughes and Cllr R Meyer (copies to all other Members of Andover Town Council).

You are hereby summoned to attend a Planning Committee meeting to be held **Virtually via Zoom on Monday 19 April 2021 at 6.00 pm** when it is proposed to transact the following business: -

A handwritten signature in blue ink, appearing to read 'Wendy R Coulter'.

Wendy R Coulter

13 April 2021

Please note the Zoom Meeting Joining Instructions below:

Join Zoom Meeting

<https://zoom.us/j/97046549817?pwd=RU92bUt1ZWo2WWE1cU5uYm1nSE1Bdz09>

Meeting ID: 970 4654 9817

Passcode: 443622



# **ANDOVER TOWN COUNCIL**

## **Planning Committee Meeting Agenda**

Monday 19 April 2021

**MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS:** In line with Andover Town Council's "Recording at Meetings" Policy, Members and the public are requested to note that this meeting will be recorded by the Council, and may also be subject to the recording by members of the public.

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## Item 1: Apologies for Absence

To **receive** and **accept** apologies for absence.

## Item 2: Declarations of Interest

To **receive** and **note** any declarations of interest relevant to the agenda.

## Item 3: Minutes

To **agree** the Minutes of the Planning Committee meeting held on Monday 29 March 2021 - attached at **Appendix A**.

## Item 4: Public Participation

There is an opportunity for members of the public to make statements or ask questions on items on the agenda or on other items relevant to the Town to which an answer may be given in the meeting and recorded in the minutes or, if necessary, a written reply will follow or the questioner will be informed of the appropriate contact details. Each person is limited to 3 minutes and the total amount of time set aside will be 15 minutes.

## Item 5: Planning Applications for Consideration by Committee

To **consider** Andover Town Planning Applications on Test Valley Borough Council weekly Lists of 12, 13 & 14.

List 14 had not been published at the time of going to print. Once available it can be viewed at [www.testvalley.gov.uk](http://www.testvalley.gov.uk)

### 5.1 - 20/02555/FULLN – 01.04.2021 – ANDOVER TOWN (WINTON)

Two storey side and rear extension to form enlarged kitchen/family room and utility, modify internal layout to form w.c. and study to ground floor with additional bedroom and bathroom to first floor, enlarge existing off-road parking area, widen the vehicular access and extend dropped kerb.  
77 Barlows Lane, Andover, SP10 2HB

### 5.2 - 21/00912/FULLN – 29.03.2021 – ANDOVER TOWN (ST MARYS)

Change of use to 1 dwelling from chiropractors' clinic  
3 Church Close, Andover, SP10 1DP

### 5.3 - 21/00954/CLPN – 30.03.2021 – ANDOVER TOWN (ROMANS)

Loft conversion with a rear dormer and side windows  
53 Fuller Way, Andover, SP11 6UJ

### 5.4 - 21/00964/TPON – 30.03.2021 – ANDOVER TOWN (MILLWAY)

Conifer Tree (T1) – Fell  
43 Bishops Way, Andover, SP10 3EH

#### **5.5 - 21/01008/FULLN – 07.04.2021 – ANDOVER TOWN (ROMANS)**

Extend length of existing detached double garage  
34 Woolwich Way, Andover, Hampshire

#### **5.6 - 21/01011/FULLN – 08.04.2021 – ANDOVER TOWN (MILLWAY)**

Single storey extension replacing existing conservatory  
4 Jenson Gardens, Andover, SP10 3UA

#### **5.7 - 21/00929/FULLN – 09.04.2021 – ANDOVER TOWN (MILLWAY)**

Two storey rear extension and alterations to car parking  
17 St Hubert Road, Andover, Hampshire

#### **5.8 - 21/00916/FULLN - 25.03.2021 - ANDOVER TOWN (WINTON)**

Ground floor rear extension and roof dormer to rear elevation  
136 Old Winton Road, Andover, SP10 2DS

### **Item 6: Decision Notices**

Members are requested to **note** the following decision notices for Planning Applications in the Andover area from Test Valley Borough Council Lists 12, 13 & 14 attached at **Appendix B**.

List 14 had not been published at the time of going to print. Once available it can be viewed at [www.Testvalley.gov.uk](http://www.Testvalley.gov.uk).

### **Item 7: Charter Stone/Celebration**

To **consider** and **agree** the Terms of Reference for the Charter Stone Project attached at **Appendix C**.

### **Item 8: Consultation – Harrow Way Community School**

*To review and formulate comments on the following:*

**Consultation – Harrow Way Community School** attached at **Appendix D**.

(To note the closing date for comments is 10 May 2021)

### **Item 9: Street Naming**

To **consider** any notifications received from Test Valley Borough Council.

### **Item 10: Communications from Test Valley Borough Council**

To **consider** any notifications received from Test Valley Borough Council.

## **Item 11: Test Valley Borough Council – Northern Area Planning Committee**

To **consider** whether any applications, to be considered at the Test Valley Borough Council Northern Area Planning Committee (NAPC) require any further comment and or representation from the Town Council.  
(Planning Application 20/02269/FULLN emailed to Members 13 April 2021)

## **Item 12: Communications from Hampshire County Council**

To **consider** any communications received from Hampshire County Council.

## **Item 13: Street Trading Licences**

To **consider** any applications for Street Trading Licences received.

## **Item 14: Works Programme**

Members to **consider** a Programme of Works at **Appendix E**.

## **Item 15: Date of the next Meeting**

Members are requested to **note** the date of the next meeting: **Monday 10 May 2021 via Zoom, starting at 6.00pm.**

# Appendix A: Minutes

A

## **Time and date**

6.00pm on Monday, 29 March 2021

## **Place**

Virtual On-Line Meeting via Zoom

## **Details of Attendance:**

Cllr C Ecclestone (Chairman) (P), Cllr B Long (Vice Chairman) (P), Cllr D Coole (P), Cllr L Gregori (P), Cllr R Hughes (A) and Cllr R Meyer (A)

## **Officers Present:**

Wendy Coulter (Town Clerk) Taking the notes)

## **County/Borough Councillors:**

Cllr Z Brooks

**Members of the Public:** 1

**Members of the Press:** 1

**Due to the Covid-19 Pandemic and Government legislation regarding Social Distancing, it was not possible to hold this meeting at a normal public venue. Therefore, the Town Council made arrangements under the Coronavirus Act 2020 and subsequent Regulations permitting remote meetings, to hold the meetings virtually. A voting procedure was actioned via role call method with each Member's name and response recorded in the Minutes.**

## **PC 430/19 Apologies for Absence**

Apologies were received and accepted from Councillors R Hughes and R Meyer.

## **PC 431/19 Declarations of Interest**

There were no Declarations of Interest in relation to any item on the agenda.

## PC 432/19 Minutes

It was proposed by Councillor D Coole and seconded by Councillor L Gregori that the Minutes of the Planning Committee meeting held on Monday 8 March 2021 be signed by the Chairman as a correct record.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
C Ecclestone	X		
B Long	X		
D Coole	X		
L Gregori	X		
<b>TOTAL</b>	<b>4</b>	<b>0</b>	<b>0</b>

**RESOLVED:** That the Minutes of the Planning Committee meeting held on Monday 8 March 2021 be signed by the Chairman as a correct record.

## PC 433/19 Public Participation

There were no comments received from Members of the Public present at the meeting.

## PC 434/19 Planning Applications for Consideration by Committee

To consider Andover Town Planning Applications on Test Valley Borough Council weekly Lists of 9, 10 & 11.

List 11 had not been published at the time of going to print. Once available it can be viewed at [www.testvalley.gov.uk](http://www.testvalley.gov.uk)

### 5.1 - 21/00678/FULLN – 09.03.2021 – ANDOVER TOWN (DOWNLANDS)

Erection of a block of 18 flats

Land at Local Centre, Picket Twenty, Andover

#### **Committee Comments: Objection**

- **Concern regarding high levels of nitrates.**
- **For 18 flats 4 visitor spaces should be provided, there are only 3.**
- **The development overlooks the nursery and other residential flats.**
- **There are not enough bins provided, only a 1/3 of the requirement.**
- **Concern for the existing heavy reliance on the community car park, which already serves the retail shop, the nursery, drop off to school and the community centre. There is insufficient parking for all these uses.**
- **There is no mention of CIL contributions and the contribution of allotment land if the development went ahead.**

**Additional comment:** If this development goes ahead it will prevent any future retail development in the area. Currently only the co-op and potential pharmacy are provided. If the ground floor were proposed shops the scheme would be more acceptable.

**5.2 - 21/00696/FULLN – 09.03.2021 – ANDOVER TOWN (ST MARYS)**

Replacement of polycarbonate conservatory roof with ultraframe ultra roof with carbon grey tapco tiles and white fascia

1A Colenzo Drive, Andover, SP10 1JS

**Committee Comments: No objection**

**5.3 - 21/00697/FULLN – 09.03.2021 – ANDOVER TOWN (WINTON)**

Two storey side and rear extension, single storey side extension and detached double garage with accommodation over

21 Salisbury Road, Andover, SP10 2JJ

**Committee Comments: No objection**

**5.4 - 21/00710/FULLN – 11.03.2021 – ANDOVER TOWN (ST MARYS)**

Rebuild section of churchyard wall

St Marys Church, Church Close, Andover

**Committee Comments: No objection**

**5.5 - 21/00711/LBWN - 10.03.2021 - ANDOVER TOWN (ST MARYS)**

Rebuild section of churchyard wall

St Marys Church, Church Close, Andover, SP10 1DP

**Committee Comments: No objection**

**5.6 - 21/00716/FULLN – 15.03.2021 – ANDOVER TOWN (ROMANS)**

Loft conversion including installation of 2 roof-lights to the front elevation and 2 pitched roof dormers to the rear elevation, to form additional habitable space

27 Alder Road, Andover, SP11 6YZ

**Committee Comments: No objection**

**5.7 - 21/00731/FULLN – 11.03.2021 – ANDOVER TOWN (WINTON)**

Two storey side extension to provide further bedroom on first floor and extended lounge and utility/WC on ground floor

7 Watermills Close, Andover, SP10 2ND

**Committee Comments: No objection**

**5.8 - 21/00741/TPON – 11.03.2021 – ANDOVER TOWN (MILLWAY)**

Sycamore tree (049000) - Reduce the lowest branch that is overhanging the rear garden back to be 1 metre behind the fence line of the garden

34 Georgia Close, Andover, SP10 2UF

**Committee Comments: Refer to arboricultural officer.**

- **Concern that the tree ought to be pruned so that it is equally balanced and not just pruned on one side.**

**5.9 - 21/00781/FULLN – 16.03.2021 – ANDOVER TOWN (MILLWAY)**



Remove conservatory and construct single storey rear extension, install bi-fold doors to rear elevation, change windows at first floor from white to grey UPVC  
9 Hibiscus Crescent, Andover, SP10 3WE

**Committee Comments: No objection**

**5.10 - 21/00806/FULLN – 19.03.2021 – ANDOVER TOWN (MILLWAY)**

First floor rear extension  
20 St Hubert Road, Andover, SP10 3QA

**Committee Comments: No objection**

**5.11 - 21/00807/FULLN – 19.03.2021 – ANDOVER TOWN (ST MARYS)**

Single storey rear extension and side porch  
5 Seville Crescent, Andover, SP10 1JU

**Committee Comments: No objection**

**5.12- 21/00843/FULLN – 22.03.2021 – ANDOVER TOWN (WINTON)**

Single storey rear extension and associated alterations  
30 Anton Road, Andover, SP10 2EN

**Committee Comments: No objection**

**5.13 - 21/00832/TPON – 18.03.2021 – ANDOVER TOWN (WINTON)**

Beech - Trim overhanging branches  
20 Ashlawn Gardens, Andover, Hampshire

**Committee Comments: Refer to arboricultural officer.**

- **The trees are very overgrown in this area.**

**5.14 - 21/00753/FULLN – 18.03.2021 – ANDOVER TOWN (MILLWAY)**

Single storey front extension and garage conversion to form relocated kitchen; single storey rear extension to form enlarged study; single storey storage building to side access; alterations and fenestration changes to existing building; Block up 1 vehicle access point to highway and associated landscaping works  
28 Croye Close, Andover, Hampshire

**Committee Comments: No objection**

**5.15 - 21/00770/FULLN – 17.03.2021 – ANDOVER TOWN (MILLWAY)**

Installation of two car park barriers to the entrance of the church car park  
Andover Baptist Church, Charlton Road, Andover

**Committee Comments: No objection**

**5.16 - 21/00853/FULLN – 23.03.2021 – ANDOVER TOWN (ROMANS)**

Single storey side extension and pitched roof over existing flat roof porch  
20 Claudius Close, Andover, SP10 5LB

**Committee Comments: No objection**

#### **5.17 - 21/00866/FULLN – 23.03.2021 – ANDOVER TOWN (ROMANS)**

Single storey rear extension

7 Fuller Way, Andover, SP11 6UJ

**Committee Comments: No objection**

#### **NOTIFICATION OF A LARGER HOME EXTENSION – (FOR INFORMATION ONLY)**

#### **5.18 - 21/00602/PDHN - 12.03.2021 - ANDOVER TOWN (WINTON)**

Notification of proposed works to a dwelling - Single storey rear extension (length from rear wall of original dwelling house 5 metres, height 42.7 metres, height to eaves 2.7 metres)

5 Mead Close, Andover, Hampshire, SP10 2JT

**Committee Comments:**

- **Would suggest that this be submitted as a planning application.**
- **It was not clear whether this was actually within the guidelines for permitted development in light of the 5-metre length of the extension.**

### **PC 435/19 Decision Notices**

The Decision notices for Lists of 9, 10 & 11 were noted.

Members also noted:

Planning application 20/03236/FULLN had been withdrawn.

Planning Application 21/00110/FULLN had been refused.

### **PC 436/19 Speed Indicator Signs**

Members noted that an update report would be presented at the next Planning Committee Meeting.

### **PC 437/19 Design Statement**

Members noted that the Full Council will receive a report on the Design Statement.

### **PC 438/19 Charter Stone/Celebration**

Members noted that Councillor Long would prepare the Terms of Reference to present at the next Planning Committee Meeting.

## **PC 439/19 Street Naming**

There were no Street Naming Notifications received.

Members noted that a request had been made to Test Valley Borough Council for a MAP of street names.

## **PC 440/19 Communications from Test Valley Borough Council**

Members noted the following appeals had been made to the Secretary of State:

Application 20/02970/FULLN

Application 19/02332/FULLN

## **PC 441/19 Test Valley Borough Council – Northern Area Planning Committee**

Members noted that the Northern Area Planning Committee scheduled to be held on 1 April 2021, had been cancelled.

## **PC 442/19 Communications from Hampshire County Council**

There were no communications received from Hampshire County Council.

## **PC 443/19 Street Trading Licences**

Members noted and considered a Street Trading Licence application from The Eccentric Hospitality.

### **Committee Comments: Objection**

- **Concerned about the long opening times, too close to the school and concerned about the parking implications.**

## **PC 444/19 Programme of Works**

Members considered the Programme of Works. The following amendments/additions were requested:

- Update on Speed Indicator Signs
- Terms of reference of Charter Stone Project
- Removal of Design Statement

## **PC 445/19 Date of Next Meeting**

Members noted the date of the next meeting: **Monday 19 April 2021 via Zoom starting at 6.00pm.**

**The Chairman closed the meeting at 7.05pm.**

## Appendix B: Members Information List 12 & 13

# B

### ANDOVER TOWN COUNCIL – PLANNING COMMITTEE AGENDA

19 April 2021

#### MEMBERS' INFORMATION LIST

26/03/2021 (List No.12)

#### **NORTHERN AREA PLANNING APPLICATIONS APPROVED/WITHDRAWN**

PARISH/WARD	APPLIC NO.	REGISTERED	PROPOSAL AND LOCATION	DECISION	DECISION DATE
ANDOVER TOWN (HARROWAY)	21/00067/FULLN	11.01.2021	Installation of second external staircase (for fire exit purposes only) leading from the first-floor balcony to the ground floor -  1 Atholl Court, Andover, Hampshire	PERMISSION subject to conditions & notes	25.03.2021
ANDOVER TOWN (MILLWAY)	21/00290/FULLN	29.01.2021	Single storey rear extension to provide ancillary office space -  Badgers Oak, 23 Croye Close, Andover	PERMISSION subject to conditions & notes	26.03.2021

#### **NORTHERN AREA TREE/HEDGEROW APPLICATIONS APPROVED/WITHDRAWN**

PARISH/WARD	APPLIC NO.	REGISTERED	PROPOSAL AND LOCATION	DECISION	DECISION DATE
ANDOVER TOWN (HARROWAY)	21/00614/TPON	01.03.2021	T1- Horse Chestnut - Crown raise to 5 metres above ground level, remove lowest southern stem, T2 - Horse Chestnut - Crown raise to 5 metres above ground level, T3 - Horse	CONSENT subject to conditions and notes	26.03.2021

			Chestnut - Crown raise to 5 metres above ground level, reduce the lower growth on the northern side back by 2 metres -  10 Lawns Close, Andover, SP10 3FL		
ANDOVER TOWN (MILLWAY)	21/00613/TPON	01.03.2021	T1 - Copper Beech - Crown lift to 6 metres above ground level by the removal of secondary or lower branches only, reduce lower western canopy by 2 metres back to suitable live growth points (lateral pruning won't exceed a height of 12 metres, all pruning wounds will be a maximum of 75mm in diameter), thin crown by a maximum of 30% by the removal of rubbing and crossing branches and dead or dangerous branches -  22 Winterdyne Mews, Andover, SP10 3AG	CONSENT subject to conditions and notes	26.03.2021

### **MEMBERS' INFORMATION LIST**

**02/04/2021 (List No. 13)**

#### **NORTHERN AREA PLANNING APPLICATIONS APPROVED/WITHDRAWN**

PARISH/WARD	APPLIC NO.	REGISTERED	PROPOSAL AND LOCATION	DECISION	DECISION DATE
ANDOVER TOWN (MILLWAY)	21/00323/FULLN	01.02.2021	Demolish existing conservatory and erection of side and rear extension -  60 Ash Tree Road, Andover, SP10 3BY	PERMISSION subject to conditions & notes	29.03.2021

ANDOVER TOWN (MILLWAY)	21/00398/FULLN	08.02.2021	Removal of conservatory roof and replacement with new solid roof Ultrframe Ultraroom conservatory roof with carbon grey tiles -2 Flint Close, Andover, SP10 2UE	PERMISSION subject to conditions & notes	29.03.2021
ANDOVER TOWN (WINTON)	21/00306/FULLN	23.02.2021	Two storey rear extension -  High Hopes, 60 Winchester Road, Andover	PERMISSION subject to conditions & notes	01.04.2021
ANDOVER TOWN (WINTON)	21/00345/FULLN	03.02.2021	Demolition of conservatory and replace with single storey rear extension -  42 Watermills Close, Andover, Hampshire	PERMISSION subject to conditions & notes	30.03.2021

# Appendix C: Mandate for Charter Stone Working Group

C

## **Charter Working Group Mandate**

**Name of working group:** Charter Working Group

**Responsible authority:** Planning Committee

### **Background.**

**Composition of working group:** Barbara Long, plus other nominated councillors.

**Aim.** To investigate the potential of marking the 850<sup>th</sup> Anniversary of Andover being granted a charter in 1175.

**Deliverables.** The output of the working group is generally a report or set of reports with recommendations that can be voted on by council or committee with implementation by officers. A work plan should be constructed at the first meeting allocating tasks, setting deadlines, and setting dates for delivery of reports. The work plan will be modified over time but will form a key element of interim reporting back to Council or Planning Committee. The report (which may amount to a business case) is to contain:

- a. Clear set of recommendations covering any proposed action;
- b. A summary of the working group activities that led to the recommendations;
- c. Costs;
- d. Benefits;
- e. Identified risks; and
- f. Stakeholder considerations (including communications plan if required).

**Constraints.** Members should be mindful that they have no executive power. Members cannot enter into any relationship which could be regarded as contractual or involves negotiations.

**Confidentiality.** Working groups should be aware of sensitivities over sensitive material whether personal or commercial, and should adopt best practice.

# Appendix D: Consultation – Harrow Way Community School

# D

Wendy Coulter  
Clerk - Andover Town Council  
First Floor Offices  
66C High Street  
Andover  
Hampshire  
SP10 1NG

Economy, Transport and Environment Department  
Elizabeth II Court West, The Castle  
Winchester, Hampshire SO23 8UD

*Tel: 0300 555 1375 (General Enquiries)*

*0300 555 1388 (Roads and Transport)*

*0300 555 1389 (Recycling Waste & Planning)*

*Textphone 0845 603 5625*

*Fax 01962 847055*

*[www.hants.gov.uk](http://www.hants.gov.uk)*

*Enquiries to* Laura Treagus

*Direct Line* 0370 779 5973

*Date* 12 April 2021

*My reference*

*Your reference*

*Email*

PLAN/LT/TVE032

[planning@hants.gov.uk](mailto:planning@hants.gov.uk)

Dear Sir/Madam

## **Installation of a single modular classroom building at Harrow Way Community School, Harrow Way, Andover SP10 3RH**

The Council has received the above planning application, details of which can be viewed on the Strategic Planning website at: <https://planning.hants.gov.uk/ApplicationDetails.aspx?RecNo=21845>

The Council is seeking your views on the application. In accordance with the Local Government (Access to Information) Act 1985 any comments will be made available to the public.

Please note that this is an application where the County Council will be making the decision. Therefore, whilst the application will be registered by the District Council, you will need to send any comments to us in order for your views to be taken into account.

It is important that I have your reply by **10 May 2021**. If I do not hear from you by that date I will assume that you have no comments to make.

Should you have any further queries please do not hesitate to contact the case officer on details provided.

Yours faithfully



Laura Treagus  
Development Management Officer



# Appendix E: Work Programme

# E

## PLANNING WORK PROGRAMME: February 2021

Date of Meeting	ITEM	Requested by	Purpose of Item
01 February 2021	<ul style="list-style-type: none"> <li>• Terms of Reference for St Mary's Ward Development Plan</li> <li>• Terms of Reference for Bus Shelters</li> <li>• Consideration of administration process for SIDs</li> <li>• Update on SIDs Grant Fund applications</li> <li>• Design Statement – feedback on Public Consultation</li> <li>• Rights of Way – feedback from HCC</li> <li>• Enforcement – How Town Council can assist with the enforcement matters on Planning</li> <li>• East Anton Manor Farm</li> <li>• CONSULTATION - Andover Conservation Area Review</li> <li>• CONSULTATION – HCC Local Transport Plan Engagement</li> </ul>		
15 February 2021	<ul style="list-style-type: none"> <li>• Terms of Reference for St Mary's Ward Development Plan</li> <li>• Terms of Reference for Bus Shelters</li> <li>• Update on administration process and costings for SIDs</li> <li>• Design Statement – feedback on Public Consultation</li> <li>• Rights of Way – To revisit and formulate response</li> <li>• CONSULTATION - Andover Conservation Area Review</li> <li>• CONSULTATION – HCC Local Transport Plan Engagement</li> </ul>		
8 March 2021	<ul style="list-style-type: none"> <li>• Terms of Reference for St Mary's Ward Development Plan</li> <li>• Design Statement – feedback on Public Consultation</li> </ul>		

Date of Meeting	ITEM	Requested by	Purpose of Item
	<ul style="list-style-type: none"> <li>Update on administration process and costings for SIDs (If available)</li> </ul>		
29 March 2021	<ul style="list-style-type: none"> <li>Update on administration process and costings for SIDs (If available)</li> <li>Design Statement – feedback on Public Consultation</li> <li>Charter stone/celebration</li> </ul>		
19 April 2021	<ul style="list-style-type: none"> <li>Terms of Reference for Charter Stone Project</li> </ul>		
10 May 2021			
1 June 2021			
21 June 2021			
12 July 2021			
2 August 2021			
23 August 2021			
13 September 2021			
4 October 2021			
25 October 2021			
15 November 2021			
6 December 2021			