



# EVESHAM

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## TOWN COUNCIL

### PLANNING AND ESTATES COMMITTEE

Notice is hereby given of the **PLANNING AND ESTATES COMMITTEE** will be held on **MONDAY 15 JULY 2024** at **6.30pm** at the **Council Chamber, Town Hall** to which you are hereby summoned for the transaction of the business specified below

#### AGENDA

1. **Apologies for Absence**
2. **Declarations of pecuniary or other interest including requests for dispensation (if any)**
3. **Minutes of the Previous Meeting held on 17 June 2024**
4. **Planning Applications – To receive and consider planning applications received from Wychavon District Council since the last meeting of the Planning and Estates Committee**  
Report attached.
5. **Planning Decisions**  
Report attached.
6. **Road Closures**  
Report attached.
7. **Planning Correspondence**  
TBC
8. **Visual Lobby Area of Town Hall**  
Report attached.



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## TOWN COUNCIL

Mrs Jo Adams, Town Clerk

[www.eveshamtowncouncil.gov.uk](http://www.eveshamtowncouncil.gov.uk)

Evesham Town Council  
Unit 6 (Ground Floor)  
Abbey Lane Court  
Abbey Road  
Evesham WR11 4BY

### Committee Membership:

**Ex-officio** Cllr Robert Raphael (Mayor) (Little Hampton ward), Cllr John Clatworthy (Deputy Mayor) Little Hampton

Cllrs Bill Kimberley (Great Hampton), Celia Kimberley (Great Hampton), Marion Griffiths (Twyford), Patrick Boyd (Twyford) Cllr Mike Arens (Little Hampton) David Davis (Little Hampton) Robert Hale (Bengeworth) Sharon Hemming (Fairfield) and Peter Scurfield (Great Hampton)

### **Admission of the Public and Media**

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1. Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee.

### **Recording of Meetings**

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.



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## TOWN COUNCIL

**MINUTES OF THE MEETING OF PLANNING COMMITTEE**  
**HELD ON MONDAY 28 MAY 2024**  
**AT WALLACE HOUSE AT 6:30PM**

Councillors: W. Kimberley (Acting Chairman), R. Raphael, M. Arens, J. Clatworthy, P. Boyd, D. Davis, Mrs M. Griffiths, R. Hale, Miss S. Hemming and Mrs C. Kimberley

Officers: Mrs J. Adams, Town Clerk; Mrs K. Rose, Administration Assistant

Also present: Cllrs Ms A. Lyon and J. Campbell Muir; 4 members of the Public

It was resolved that Cllr W. Kimberley take the chair of the meeting.

**1. Appointment of Chairman**

It was proposed by Cllr Raphael, seconded by Cllr Lyon and agreed that Cllr Scurfield become Chair of the Planning and Estates Committee. Cllr Scurfield had indicated that he would be willing to serve as chairman prior to the meeting. As Cllr Scurfield had given apologies, Cllr W. Kimberley remained as chairman of the meeting.

**2. Appointment of Vice Chairman**

It was proposed by Cllr Clatworthy, seconded by Cllr Davis and agreed that Cllr W. Kimberley become Vice-Chair of the Planning and Estates Committee.

**3. Apologies for Absence**

Apologies for absence had been received from Cllr P. Scurfield. Cllr Marion Griffiths and Cllr John Clatworthy advised that they would be leaving early due to other commitments.

**4. Declarations of pecuniary or other interest including requests for dispensation (if any)**

Cllr Hemming: one of the companies who had submitted a quote at item 13 was known to her.

Cllr Raphael: was a near neighbour of the lane under proposal for the addition on yellow lines at item 8.

**5. Minutes of the Previous Meeting held on 7<sup>th</sup> May 2024**

The minutes of the meeting of the 7<sup>th</sup> May 2024 had been circulated and were agreed and adopted as a true record subject to an amendment removing Cllr Booth from the list of attendees.



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### 6. Planning Applications

- i. W/24/00304/CU – ABBEY WARD -  
Mrs Atif Maroof Zar  
12 Market Place, Evesham, WR11 4RW  
Retrospective Change of Use of first floor of building from commercial storage space to a residential flat.  
<https://plan.wychavon.gov.uk/Planning/Display/W/24/00304/CU>

It was recommended that the application be recommended for approval subject to adequate cycle storage and bin storage.

- ii. W/24/00696/FUL – TWYFORD WARD -  
Mr C Clarke  
Merkur Slots, 68 High Street, Evesham, WR11 4XH  
Replacement Windows at First Floor only.  
<https://plan.wychavon.gov.uk/Planning/Display/W/24/00696/FUL>

It was resolved to recommend the application for approval.

- iii. W/24/00753/HP – ABBEY WARD -  
Natwest Group  
Natwest, 2 Bridge Street, Evesham, WR11 4RS  
Repair infill panels to timber frame where required; additional timber repairs to timber elements of frame; additional decorations externally; basement core hole filling; timber support post base investigations; signage update with new branding; removal of redundant fixtures to exterior of premises.  
<https://plan.wychavon.gov.uk/Planning/Display/W/24/00753/HP>

It was resolved to recommend the application for approval.

- iv. W/24/00751/LB – ABBEY WARD -  
The Almony  
52, Merstow Green, Evesham, WR11 4BG  
Proposed works to roof and removal of 2no. cement infill panels and replace with lime render infill panels.  
<https://plan.wychavon.gov.uk/Planning/Display/W/24/00751/LB>



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- v. W/24/00758/LB – ABBEY WARD -  
Natwest,  
2 Bridge Street, Evesham, WR11 4RS  
Removal and replacement of pitched roof (covering all four pitches) to include timer and insulation replacement if required.  
<https://plan.wychavon.gov.uk/Planning/Display/W/24/00758/LB>

It was resolved to recommend the application for approval.

### 7. Planning Decisions

Planning No:	Applicant:	Address:	Brief Description	ETC:	WDC:
24/00238/HP	Mrs Jean Thompson	Lomond, Greenhill Park Road, Evesham, WR11 4NL	Creation of single storey side extension & carport	Approve	Approve
24/00437/CLE	Mr & Mrs J Archer	Broadway Nurseries, Broadway Road, Evesham, WR11 7RN	Certificate of lawfulness application use as a C3 dwelling house	Refuse	Refuse
24/00515/HP	Mr and Mrs Christopher and Helen Dew	25 Collinsfield, Evesham, WR11 4NQ	External changes to include adding insulation, new rubber roof and insertion of skylight to existing single storey extension plus changes to fenestration	Approve	Approve
24/00550/HP	Mrs Hilary Steadman	25 Hawthorn Road, Evesham, WR11 1HP	Single storey side annex extension forming new principal front elevation	Refuse	Refuse

The report was noted.



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### 8. Road Closures

The road closures were duly noted.

### 9. Planning Correspondence

Tarmacking was scheduled to take place at the All Saints churchyard and at Waterside during the week commencing 24<sup>th</sup> June. The committee recommended that quotes should be obtained for like-for-like repairs at the threshold by the gates rather than replacing with tarmac.

Hampton leak: a meeting would be set up with representatives of Hampton Church and the Diocese of Worcester's parsonages department (who were responsible for the vicarage) to discuss the way forward.

### 10. Evesham Slipway

It was resolved that Company Two to be engaged to produce a map of the area required.

### 11. CCTV in the Council Chamber

It was resolved to accept the quotation for the CCTV in the Council Chamber.

### 12. Town Benches

Residents had contacted the council about benches around the town which were in a poor state of repair. Many of the town centre benches were put in place by the county council following public realm improvements some years ago, however the county council did not carry out maintenance following the installation.

Investigations had been made into which organisation was responsible for maintenance but for the majority of benches there was no obvious owner hence their deterioration. The Head of Client Services at Wychavon had noted that the benches in Vine Street/High Street were an anomaly and appeared to be under some kind of unofficial maintenance arrangement with Wychavon. However, maintenance seemed to have been sporadic if existent at all, and very many district council officers were unaware of the arrangement.

Cllr Campbell Muir had attended the meeting to speak on the item and spoke of the poor state of the majority of benches. He recommended that the town council take on responsibility and maintain the benches on a regular basis.

Cllr Raphael proposed and Cllr Davis seconded that the council take on responsibility for the benches in Market Square, High Street, Bridge Street, Vine Street and Port Street in addition to the benches the council maintained already. This was agreed.



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### **13. Quotations for Railings All Saints Church**

Cllr W. Kimberley put in a motion to remove the railings, but it was advised to conduct a meeting with Andrew Spurr of All Saints Church to discuss whether the Church would like to proceed with this.

### **Public Questions**

Members of the public attended to voice their support for the application that had been put forward for appeal and notified at item 9.

There being no further business the meeting was closed at 8.40pm.

Cllr W. Kimberley  
Vice Chairman