

**NORTHSTOWE TOWN COUNCIL - PLANNING COMMITTEE**  
**MINUTES** of the meeting held on **20<sup>th</sup> MAY 2025** at The Cabin, Northstowe

Members: 6 - Cllr Owen (Chair); Cllr Littlemore (Vice-Chair); Cllr Benedicic; Cllr Birr-Pixton; Cllr Bros Sabría; Cllr Hunter.  
Quorum: 3 Members.  
Present: 5 Members: Cllr Benedicic; Cllr Bros Sabría; Cllr Littlemore; Cllr Hunter; Cllr Birr-Pixton (from 8:02 PM).  
Town Clerk.  
Members of the Public: 1.  
Apologies: Cllr Owen.  
Absent: N/A.

The meeting was opened at 8:00 PM; in the absence of the Chair, Cllr Littlemore took the Chair.

**10/25-26/PL APOLOGIES** (Standing Item)

*To record apologies for absence received prior to the meeting.*

Apologies were received, and accepted, from: Cllr Owen.

**11/25-26/PL DECLARATIONS OF INTEREST** (Standing Item)

a) *Councillors to declare any pecuniary or personal interest in any items on the agenda.*

b) *Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chair if they wish to speak on the matter during public participation.*

Cllr Bros Sabría declared an interest regarding item 14/25/26/PL(iii) on the agenda, as the application is from a household in their street, in particular that they would like to declare a prejudicial interests regarding parking issues experienced on that street. Following a discussion it was agreed that Cllr Bros Sabría would be able to stay during the discussion and would be able to decide herself whether to vote or to abstain were the Council to decide to submit a consultation response; considering the property in question is not adjacent to their property any parking issues that may come up as part of a consultation response could be considered generic and not necessarily directly affecting their property.

Cllr Birr-Pixton declared an interest regarding item 14/25/26/PL(x) as he declared that he has been discussing similar items with the Planning Authority for a nearby housing parcel. Considering this is for a specific, different area, it was considered that Cllr Birr-Pixton would be able to discuss and vote on this item.

**12/25-26/PL PUBLIC PARTICIPATION** (Standing Item)

a) *To allow members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to business to be transacted at this meeting (for up to 15 minutes in total; maximum 3 minutes per person).*

A member of the public wished to speak regarding item 14/25/26/PL(iii) on the agenda (planning consultation 25/01458/HFUL). They declared that they live in a property adjacent to the applicant's. They wished to highlight that the application failed to show that the garage is in fact a double-garage, half of which is owned by the member of the public, and that no party wall agreement had been arranged. They wished to also highlight that they were still unsure about the intended use, and that they wonder whether this may be for an extension of living space. A resulting reduction in parking space as a result of converting the garage would also result in a further increase in car movements, and that they already experience their drive being blocked sometimes by a number of cars from the applicant's household and their visitors. They also highlighted that they believed that not every household that may be affected had been notified, and that a further party wall agreement with another neighbour behind the property may possibly also be needed. Following questions from Councillors to the member of the public, the Chair thanked the member of the public for their contribution.

**13/25-26/PL MINUTES OF PREVIOUS COMMITTEE MEETINGS** (Standing Item)

1) *To receive minutes of the 18<sup>th</sup> March 2025 Planning Committee meeting and to resolve to accept these as a correct record (attached).*

It was proposed by Cllr Littlemore, seconded by Cllr Benedicic and **RESOLVED**, with 4 voting for and 1 abstaining, **to accept the minutes of the Planning Committee meeting held on 18<sup>th</sup> March 2025 as a correct record.**

2) *To receive minutes of the 15<sup>th</sup> April 2025 Planning Committee meeting and to resolve to accept these as a correct record (attached).*

It was proposed by Cllr Littlemore, seconded by Cllr Birr-Pixton and **RESOLVED**, with 3 voting for and 2 abstaining, **to accept the minutes of the Planning Committee meeting held on 15<sup>th</sup> April 2025 as a correct record.**

**14/25-26/PL PLANNING APPLICATIONS** (Standing item)

*To consider submitting consultation responses to the following planning applications:*

Application details can be accessed via the South Cambs Planning Portal.

i)	Information	<p>23/04569/CONDA  2 The Mount Station Road Longstanton Cambridgeshire CB24 3DS  Submission of details required by conditions 3 (Car Park Management Plan), 4 (Noise Management and Monitoring Plan), 5 (Site Management Plan), 6 (Transport Statement) and 7 (No Hot Food) of planning permission 23/04569/FUL  <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/04569/CONDA">https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/04569/CONDA</a>  Consultation deadline: 9<sup>th</sup> May 2025/ determination deadline: 2<sup>nd</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
ii)	Information	<p>20/02171/COND47  Northstowe Phase 3A Rampton Road Longstanton Cambs  Submission of details required by condition 47 (Heritage and Public Art) of planning permission 20/02171/OUT  <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02171/COND47">https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02171/COND47</a>  Consultation deadline: 9<sup>th</sup> May 2025/ determination deadline: 3<sup>rd</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
iii)	Consultation	<p>25/01458/HFUL  40 Villa Road Northstowe Cambridgeshire  Use of garage as an outbuilding and erection of a single storey side extension to outbuilding [NB: case officer has highlighted amended description].  <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01458/HFUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01458/HFUL</a>  Consultation deadline: 29<sup>th</sup> May 2025/ determination deadline: 12<sup>th</sup> June 2025.</p>
<p>It was proposed by Cllr Benedicic, seconded by Cllr Hunter and <b>RESOLVED</b>, unanimously, <b>that regarding application 25/01458/HFUL the Town Council wishes to OBJECT with the following consultation response:</b>  <b>'Northstowe Town Council wishes to OBJECT to this planning application, for the following key reasons;</b></p> <ul style="list-style-type: none"> <li>- There is a general lack of detail in the application. Critically, it is unclear from the planning application how utilities are to be connected to the building, where these would come from and what potential disruption these may bring with them. In this, there is also an inherent risk regarding drainage issues for neighbouring properties, depending on where connections are to come from which currently cannot be verified with the application as submitted.</li> <li>- The planning application does not mention anywhere, nor is this shown in the drawings, that the garage is in fact a double garage, shared with a neighbouring property; the Town Council believes that, for instance, no party wall agreement may have been agreed on.</li> <li>- The Council believes that there has been little attempt from the applicant to hold effective discussions with neighbouring properties; considering the potential impact on the fabric of the neighbouring properties and their residents, for instance smells from the proposed kitchen.</li> <li>- The Council also wishes to raise its concerns that the proposed change of use of the garage might result in a reduction in car parking spaces for the property; the Council understands that there may often already be cars parked on the adjacent road belonging to household residents and visitors to the property and the change of use of the garage has the potential to exacerbate existing problems as experienced by neighbouring properties because of on-street parking.</li> <li>- Whether or not parking issues may be exacerbated may also depend on the type of incidental use proposed by the applicant. The little information provided in the application documentation leaves it unclear, in the view of the Town Council, what the exact purpose is of the building use changes proposed and any future use: is this meant for instance for the existing household or perhaps for visitors? If the latter, this may then result in an increase in car parking movements and parking issues on the street near the property.</li> <li>- Although the Council understands that the description of the application was changed recently to clarify that the use is for incidental use and not for residential purposes, the Town Council would welcome if a clear condition can be attached to enforce this and to prevent a precedent being set for other properties in Northstowe.'</li> </ul>		

Cllr Benedicic left the meeting at 8:29 PM.

iv)	Information	<p>S/0388/12/COND31B</p> <p>Land South Of Longstanton Park And Ride And Adjacent To B1050 At Station Road Longstanton And Hatton's Road Longstanton</p> <p>Submission of details required by condition 31 (Construction and Environment Management Plan) of outline permission S/0388/12/OL.</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND31B">https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND31B</a></p> <p>Consultation deadline: 15<sup>th</sup> May 2025/ determination deadline: 10<sup>th</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
v)	Information	<p>20/03598/COND15</p> <p>Land West Of Station Road Longstanton Cambridgeshire</p> <p>Submission of details required by condition 15 (construction ecological management plan) of outline planning permission 20/03598/OUT</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/03598/COND15">https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/03598/COND15</a></p> <p>Consultation deadline: 12<sup>th</sup> May 2025/ determination deadline: 9<sup>th</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
vi)	Information	<p>S/0388/12/COND12A</p> <p>Land South Of Longstanton Park And Ride And Adjacent To B1050 At Station Road Longstanton And Hatton's Road Longstanton</p> <p>Submission of details required by condition 12 (Archaeology) of outline planning permission S/0388/12/OL</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND12A">https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND12A</a></p> <p>Consultation deadline: 15<sup>th</sup> May 2025/ determination deadline: 4<sup>th</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
vii)	Information	<p>20/03598/COND14</p> <p>Land West Of Station Road Longstanton Cambridgeshire CB24 3DS.</p> <p>Submission of details required by condition 14 (landscape and ecological management plan) of outline planning permission 20/03598/OUT</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/03598/COND14">https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/03598/COND14</a></p> <p>Consultation deadline: 12<sup>th</sup> May 2025/ determination deadline: 9<sup>th</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		
Cllr Benedicic returned to the meeting at 8:32 PM.		
viii)	Information	<p>20/02142/COND45</p> <p>Northstowe Phase 3B Station Road Longstanton Cambs</p> <p>Submission of details required by condition 45 (Heritage and Public Art Mitigation Strategy) of outline permission 20/02142/OUT</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02142/COND45">https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02142/COND45</a></p> <p>Consultation deadline: 9<sup>th</sup> May 2025/ determination deadline: 3<sup>rd</sup> June 2025; awaiting decision at time of writing.</p>
Noted. A comment was made that the Town Council had been involved in the development of the Arts Strategy.		
ix)	Information	<p>S/1991/18/COND2</p> <p>Land South Of Longstanton Park And Ride Station Road Longstanton</p> <p>Submission of details required by condition 2 (Construction Environmental Management Plan) of Reserved Matters application S/1991/18/RM.</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1991/18/COND2">https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1991/18/COND2</a></p> <p>Consultation deadline: 15<sup>th</sup> May 2025/ determination deadline: 4<sup>th</sup> June 2025; awaiting decision at time of writing.</p>
Noted.		

x)	<b>Consultation</b>	25/01604/FUL Northstowe Phase 1 Western Park Kingfisher Close Northstowe Installation of a Swift tower and bird boxes. <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01604/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01604/FUL</a> Consultation deadline: 5 <sup>th</sup> June 2025/ determination deadline: 27 <sup>th</sup> June 2025.
It was proposed by Cllr Littlemore, seconded by Cllr Benedicic and <b>RESOLVED</b> , unanimously, that regarding application 25/01604/FUL the Town Council wishes to provide the following consultation <b>COMMENTS</b> : 'Northstowe Town Council would welcome if the applicant could provide clarification for the following items, and recommends that the Local Planning Authority obtains this information from the applicant before a decision is made: <ul style="list-style-type: none"> <li>- From the application documentation it is unclear whether permission from the landowner has been obtained to erect the proposed swift tower and bird boxes;</li> <li>- It is unclear who will be responsible for these assets in the longer-term, and it is unclear whether ongoing maintenance and management needs are to form part of the phase 1- wide Greenbelt open and greenspace management arrangements, or whether they might fall under the parcel-specific arrangements.</li> <li>- In addition, clarification would be welcomed about who is to be responsible for public liability, as these assets are to be in or near publicly accessible areas.'</li> </ul>		
xi)	<b>Information</b>	20/02171/COND47 Northstowe Phase 3A Rampton Road Longstanton. Submission of details required by condition 47 (Heritage and Public Art) of planning permission 20/02171/OUT <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02171/COND47">https://applications.greatercambridgeplanning.org/online-applications/PLAN/20/02171/COND47</a> Consultation deadline: 9 <sup>th</sup> May 2025/ determination deadline: 3 <sup>rd</sup> June 2025; awaiting decision at time of writing.
Noted.		
xiii)	<b>Consultation</b>	Draft Order from: UK Government, Department for Transport (National Transport Casework Team): Draft Order: E/5939; Town and Country Planning Act 1990 Section 247; Proposed stopping up of highway at Rampton Road, Longstanton, Northstowe CB24 3EH. Draft Order with notice, plan and email attached. Deadline for responses: 20 <sup>th</sup> June 2025.
Noted.		

#### 15/25-26/PL APPLICATIONS WHERE NORTHSTOWE TC PROVIDED COMMENTS AND A PLANNING DECISION HAS BEEN MADE SINCE (Standing item)

	<b>Application</b>	<b>Comments by resolution at NTC meeting</b>	<b>Decision G. C. Planning Service</b>
i)	25/00943/HFUL 53 Stirling Road Northstowe Cambridgeshire Conversion of existing garage to habitable space including the removal of garage door to the front and replace with 2 No. windows. <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/00943/HFUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/00943/HFUL</a>	Planning Committee, 15 <sup>th</sup> April 2025, item 05/25-26/PL(i) [Comments submitted]	Decided on 7 <sup>th</sup> May 2025: Granted Permission.

Noted.

#### 16/25-26/PL CONSULTATIONS (Standing item)

None this month.

Noted.

#### 17/25-26/PL REQUEST FOR STREET NAMING

- 1) To receive a request from Urban and Civic for the Town Council to consider whether it wishes to take the lead in proposing a name for a currently unnamed stretch of road to the north of The Green connecting the B1050 and Stirling Road/Links Lane (emails and attachments shared with Cllrs.).

Following a discussion, it **was agreed** that, in principle, the Town Council would like to take this forward, taking the lead in working with the community to propose a name for the currently unnamed stretch of road to the north of The Green which connects the B1050 and Links Lane. Town Councillors would nevertheless first want to take some time to carry

out research as to the intended use for this road, considering there have been plans proposed in the past related to the Local Centre and Enterprise Zone and which may have an impact on how the street will look and function in the future; this research, in turn, may also help understand options for street names to be considered.  
The **Clerk was tasked** to provide this feedback back to Urban and Civic.

**18/25-26/PL ITEMS FOR INFORMATION**

a) *Further to Planning Committee 18th March 2025, item 87/24-25(c): To receive a Street Naming & Numbering Notification (JKWLQLZS – Station Road, Northstowe) for: Unity Centre, The Green (email and plan attached).*

Noted.

b) *Further to Planning Committee 18th March 2025, item 88/24-25(c): Meeting held on 30th April 2025 with developer TOWN and their architects, regarding latest plans for the co-housing development in phase 2. Attended by Cllr Hunter; Cllr Birr-Pixton and Clerk (recording previously shared with all Town Cllrs.).*

Cllr. Birr-Pixton and Cllr. Hunter provided a summary of the meeting, mentioning that they thought it was well presented and that the developer's plans are progressing well.

**19/25-26/PL DATES OF UPCOMING MEETINGS** (Standing item)

a) *Annual Meeting of the Town Council: Tue 27th May 2025, 7-9 PM; The Cabin, Northstowe.*

*[Final versions of motions & papers to be received by 16/05 at the latest].*

*NB: For all NTC meetings, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)*

Noted.

The meeting was closed at 8:48 PM.

Signed .....  
Chair of the Planning Committee

Date: .....