

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
01462 730064 [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk)



20<sup>th</sup> June 2024

**Members of the Planning Committee:** Cllr B Saunders (Chairperson), Cllr L Anderson, Cllr J Bendell, Cllr M Cooper, Cllr S Dhaliwal, Cllr S Hayes, Cllr J Headington, Cllr S Hyde, Cllr N Venneear

**You are hereby summoned** to attend the Planning Committee meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 26<sup>th</sup> June 2024 at 19:00** for the purpose of transacting business detailed in the Agenda.

**E Payne**  
Town Clerk

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## Members of the public:

**You are now able to observe our meetings by joining via MS Teams.** Join on your computer or mobile app [Click here to join the meeting](#). Please note, our meetings may be recorded for Minute taking purposes and will be deleted after Minutes are approved.

Members of the public are invited to observe the meeting and may participate at the 'public section' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk) or 01462 730064 or you will be asked at the appropriate point in the Agenda if unable to give prior indication).

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## AGENDA

### 1. APOLOGIES FOR ABSENCE

### 2. DISCLOSURES OF MEMBERS' INTERESTS AND DISPENSATIONS

- a) Members to declare interests in respect of any item on the Agenda.
- b) Proper Officer to consider written requests from members for dispensations.

Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

### 3. PUBLIC SECTION (MAX. 15 MINUTES)

Members of the public may speak on matters of concern, ask questions, or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification. [Public Participation Policy](#) applies.

### 4. MINUTES OF THE PREVIOUS MEETING

Members are asked **to resolve** that the Minutes of the **Planning Committee** meeting held on **17<sup>th</sup> April 2024** are a correct record.

### 5. ELECTION OF VICE CHAIRMAN

To receive nominations for the position of Vice-Chairperson of the Planning Committee.

**6. TERMS OF REFERENCE**

To review this Committee's Terms of Reference and recommend their adoption to Full Council.

**7. CLERK'S REPORT, CORRESPONDENCE RECEIVED AND MATTERS ARISING FROM PREVIOUS MINUTES, FOR INFORMATION**

**8. PLANNING APPLICATIONS**

To consider returning comments on applications received.

**8.1 [CB/24/01293/FULL](#) - THE FOX & DUCK, 149 ARLESEY ROAD STOTFOLD, SG5 4HE**

Change of use of ground floor from public house (sui generis) to café/restaurant/bar Class E.

Previous Applications:

- CB/12/03095/FULL – Change of use to land for the siting of 6 construction workers caravans (retrospective) – Refused
- MB/05/01591/ADV – Erection of 2 advertisements (retrospective) – Refused
- MB/05/01592/FULL – Retention of children's quad bike track and marquee (retrospective) – Refused
- MB/01/00145/FULL – Internal alterations to include disabled toilet to rear and resiting of front door in existing bay window, new external lighting & Retrospective car park extension – Granted

**8.2 [CB/24/00976/FULL](#) - 100-102 Norton Road, Stotfold, Hitchin, SG5 4PG**

Demolition of shop and storage outbuildings and removal of earth bund. Erection of a new shop and office building with parking. Erection of a 4 bedroom dwelling and double garage. Creation of a new access road and amendments to existing.

Previous applications:

- CB/20/04087/FULL – Re-submission of planning permission CB/20/00832/FULL – Storage building for building supplies – Granted
- CB/20/00832/FULL – Storage building for building supplies – Granted
- MB/03/01068/FULL – Widening of existing access crossover by 2.5m – Granted

**8.3 [CB/24/01370/OUT](#) - 24 Rook Tree Lane, Stotfold, Hitchin, SG5 4DQ**

Outline Application: APPEAL: Erection of a detached dwelling (self/custom build) and new crossover to serve the existing dwelling. All matters reserved apart from access.

Previous applications:

- Planning Appeal APP/P0240/W/22/3306855 – Appeal against refusal – Appeal dismissed
- CB/22/02059/FULL – Erection of a one-bedroom single story dwelling – Refused
- CB/22/01292/FULL – Erection of a single-story dwelling – Application withdrawn
- CB/12/03191/FULL – Erection of one detached dwelling – Application refused

**8.4 [CB/24/01696/FULL](#) – Vine Farm, Edworth Road, Astwick**

Erection of agricultural dwelling

Previous Applications:

- CB/22/04826/FULL – Proposed agricultural dwelling – Refused
- CB/22/02611/FULL - Proposed agricultural dwelling – Refused
- CB/22/00336/DOC – Discharge of conditions against CB21/02692/FULL – Erection of 2 additional poultry sheds, welfare unit and 5 silo units – Released
- CB/21/02692/FULL – Erection of 2 additional poultry sheds, welfare unit and 5 silo units – Granted
- CB/17/02462/VOC - Variation of Condition No 10 on Planning Application No.

CB/16/00665/FULL dated 28/09/2016. Vary to enable the re-siting of the garage from the rear to the front of the site & alterations to the windows and door of the dwelling – Granted

- CB/17/000754/NMA - Non-Material Amendment to planning permission CB/16/00665/FULL (1 dwelling) alterations to windows, doors, internal alterations and resiting of garage to front of property – Refused
- CB/16/05220/FULL – Proposed permanent agricultural dwelling – Refused
- CB/16/05078/VOC - Variation of Condition: Vary Condition No. 12 of Application Ref: CB/15/00096/FULL to amend the approved layout - Granted
- CB/16/00665/FULL – Erection of one agricultural workers dwelling – Granted
- CB/15/00096/FULL – Proposed poultry unit – Granted
- CB/14/00221/SCO - EIA Scoping Opinion: new poultry unit – Pre-App charging Fee Advice Released
- MB/95/01229/OA – Outline – Erection of farmhouse and provision of cesspit - Refused

**8.4 Unnamed Road leading to Pix Brook Academy**

To consider a letter from a resident regarding the historical naming of this road.

**9. CONSIDERATION OF APPLICATIONS BY CENTRAL BEDFORDSHIRE COUNCIL DEVELOPMENT MANAGEMENT COMMITTEE (“DMC”)**

**To consider** requesting Central Bedfordshire Council’s Development Management Committee to consider specific applications within committee rather than by officer delegation, and to send a representative of the Planning Committee to attend the meeting at which the application is considered, to represent the views of this Committee.

**10. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

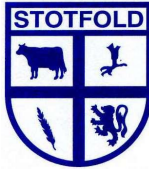
Correspondence received and matters arising from previous Minutes, for information.

**10.1 CBC’s Planning Obligations – Supplementary Planning Document Adoption Statement (SPD)**

For Members to note the attached Statement.

**11. DATE OF NEXT MEETING**

To be confirmed.



## **PLANNING COMMITTEE**

### **TERMS OF REFERENCE**

#### **Membership of Committee**

- Ten Town Councillors resolved at the Annual Meeting of the Town Council held in May annually.
- Five Members shall constitute a quorum for meetings.
- The Mayor and Vice Mayor are ex-officio on all committees.
- All non-Committee Members may attend Committee meetings and speak at the Chairman's discretion, but not vote.

#### **Frequency of Meetings**

- Meetings to be called when a planning application is deemed to have met the criteria outlined in the [Planning Application Policy](#).
- All Committee meetings are open to the public and press, except by resolution where publicity would prejudice the public interest by reason of the confidential nature of the business (Public Bodies (Admissions to Meetings) Act 1960).

#### **Decision/Delegated Powers**

The Planning Committee has delegated authority (Local Government Act 1972 S101):

- To consider any planning application which meets the criteria of the [Planning Policy](#) and to make comment and pass resolutions in accordance with national and local planning policy.
- To respond to Central Bedfordshire Council on all planning applications within the set timescales.
- To appoint members to attend Central Bedfordshire Council's Development Management Committee meetings to make representations on behalf of the Council where necessary.
- To request a Central Bedfordshire Council Ward Member to call in applications to be referred to the Central Bedfordshire Council's Development Management Committee for consideration.
- To monitor Central Bedfordshire Council policies and Plans that could affect the town.
- To respond to consultations on local or national planning policy.
- To consider all matters of relevance to planning issues within Stotfold or its immediate environs that are or could be the subject of planning applications, and which have a relevance to the town of Stotfold and its inhabitants and to make recommendations thereon.
- In all considerations and actions, follow the Town Council's adopted Corporate Strategic Plan.
- This Committee may make recommendations to the Town Council on relevant matters for which it has no delegated authority and may be given delegated powers by full Council to act on relevant matters.

Reviewed May 2024



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# Appeal Decision

Site visit made on 17 January 2023

**by D Wilson BSc (Hons) MRTPI**

**an Inspector appointed by the Secretary of State**

**Decision date: 13 March 2023**

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**Appeal Ref: APP/P0240/W/22/3306855**

**Land adjacent to No.24 Rook Tree Lane, Stotfold, Hitchin SG5 4DQ**

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.
  - The appeal is made by Mr Bird against the decision of Central Bedfordshire Council.
  - The application Ref CB/22/02059/FULL, dated 19 May 2022, was refused by notice dated 14 July 2022.
  - The development proposed is the erection of a one-bedroom single-storey dwelling.
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## Decision

1. The appeal is dismissed.

## Main Issues

2. The main issues are the effect of the proposed development upon:
  - the character and appearance of the area,
  - highway safety; and
  - the living conditions of future occupiers in relation to the provision of amenity space.

## Reasons

### *Character and appearance*

3. The appeal site is located within the garden to the side of the existing house at No.24 Rook Tree Lane (No.24), which is a two storey detached house occupying a large plot. It is located off Rook Tree Lane and accessed by a private trackway and its orientation means that the side of the existing house faces the road. A Public Right of Way (PROW) runs through the site and leads through to large open fields.
4. The surrounding area is predominantly residential and due to most of the houses having an open frontage along with mature trees and hedgerows contributes to the area having an open, spacious and leafy character and appearance.
5. The style and scale of houses in the area are mixed, which includes single-storey dwellings, so despite the variation in form they positively contribute to the character and appearance of the area.
6. The proposed dwelling, due to its siting, scale, form and design would appear an overdevelopment of the plot. Whilst single-storey dwellings are present in the area the proposal would leave little amenity space around the building

resulting in limited gaps between the building and boundaries, this would therefore result in the development appearing contrived within the plot. It would therefore erode the open character and appearance of the area.

7. The proposed dwelling is modest in size and, as a result, a small garden would not look out of character in the context of the other houses in the area, particularly the dwellings opposite and behind the house which all appear to have modest size gardens. No 24. Would also be left with a comparably sized garden.
8. Whilst the overall area of the garden exceeds the minimum standards for a 3 bedroom dwelling, the garden does not meet the minimum depth as recommended in the Design Guide which would further contribute to the contrived appearance of the proposal due to the small gaps between buildings and boundaries.
9. The proposal will be largely screened by the existing house; however, the proposal would appear prominent for those using the PROW. Whilst I have found the proposed garden and change to the existing garden does not look out of character in the area. The proposal would introduce built form, which would appear contrived and due to the proximity to the existing dwellings would begin to erode the open character of the area.
10. I conclude that the proposal would cause harm to the character appearance of the area. Therefore, I find conflict with Policy HQ1 of the Central Bedfordshire Local Plan 2015-2035 July 2021 (LP), which amongst other things seeks to ensure that development take account of opportunities to enhance or reinforce the local distinctiveness of the area and relate well to existing local surroundings. The proposal would also conflict with sections 1 and 5 of the Council's Design Guide<sup>1</sup> and the general design aims of the Framework.

#### *Highway safety*

11. The appeal site is accessed by a narrow private trackway which serves No.24, as well as No.22 Rook Tree Lane. The main road is subject to a 20mph speed limit and views are restricted from the access to the trackway by virtue of established hedgerows on either side of the access.
12. Although the proposal is only for one, modest sized dwelling, it would result in an increase in vehicle movements to and from the site. In particular, the proposal will likely result in a private car for the occupier as well as any potential visitors to the property.
13. The trackway falls short of the 4.8m width which is outlined in the Council's Design Guide. This results in a significant narrow width at the point of access and egress at the track to the adjoining road. This would result in only a single vehicle being able to enter and exit the site at any given time. Whilst it may be an infrequent occurrence, any vehicles trying to leave and/or exit the site at the same time would result in conflict. Vehicles would likely need to wait on Rook Tree Lane causing an obstruction and also conflict with any users of the PROW, which would not be in the best interest of highway safety.
14. Furthermore, the proposed plans do not show whether any suitable visibility splays could be achieved at the access point. The required visibility splays for

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<sup>1</sup> Central Bedfordshire Design Guide – A guide for designing high quality new development September 2014

the proposal would be 2.4 metres by 25 metres and, in the absence of these being shown it cannot be demonstrated that access in and out of the site could be safely achieved.

15. I observed at the time of my site visit that visibility when leaving the private trackway is limited and would mean that vehicles exiting the site will be required to drive onto the pavement to see any oncoming traffic in either direction. I also saw that, the road was also being used to park a number of cars which made visibility even more restricted and could be exacerbated during peak times due to a school being in close proximity to the site.
16. I acknowledge that the end of the trackway might be used for turning vehicles at present, however I observed that there is very limited turning space available within the appeal site which will make it difficult for future occupiers, visitors and service vehicles to manoeuvre and leave the site in a forward gear.
17. I accept that the speed of vehicles along Rook Tree Lane is generally low, nevertheless, this does not change the existing situation with the access, and whilst only one dwelling is proposed this would still increase its use which in turn would increase the highway risks associated with it.
18. My attention has been drawn to a planning application that has been granted in the district however from the limited information in front of me the circumstances and merits of the case differ from this appeal. In particular the proposal would appear to be in a rural location with no immediate neighbours, which differs from the location of the appeal in front of me and the road constraints identified. In any event, I have dealt with the proposal on the evidence before me, and from my site observations.
19. I conclude that the proposal would cause significant harm to highway safety. It would therefore be contrary to Policy T2 of the LP, which, amongst other things, seeks to ensure developments provide safe and convenient access and have regard to the appropriate standards within section 1 of the Design Guide.

#### *Living conditions*

20. The Council's Design Guide at section 5.06 suggests a minimum depth for all rear gardens should be 10 metres. However, the Design Guide recognises that in certain circumstances this may not be possible and will vary according to property size with occupants of smaller homes. The Design Guide also does not suggest a minimum garden area for a one-bedroom dwelling.
21. The proposal would include an outside amenity space, which would fall short of the minimum depth guidance, which is a reasonable sized space for a small, one-bedroom dwelling. I note that however the proposal provides a larger area than is recommended for a 2- and 3-bedroom dwelling; the space provided is a good, useable space and, as such, I consider this sufficient for the proposal.
22. For these reasons, I find that the proposal would not cause harm to the living conditions of future occupiers. There would be no conflict in this regard with Policy HQ1 of the LP and section 5 of the Design Guide which amongst other things seeks to ensure the distinction between public and private spaces is clear.



## Other Matters

23. There is some dispute as to whether the proposal would constitute back-land or infill development. However, as the principle of development has been accepted by the Council in this location, and I am dismissing for other reasons. I have no reason to explore this matter further.
24. I have had regard to the case law<sup>234</sup> cited by the appellant which concern previous planning decisions and consistency as being material considerations. I do not disagree that there should be a consistent approach in regard to decision making. However, these do not justify a harmful development as I have identified above, and that I have found there would be significant conflict with development plan policies.
25. The appellant contends that the provision of a self-build dwelling is a positive benefit in favour of the scheme. The Government within Planning Policy Guidance (PPG) support such schemes to increase this type of development and places a legal duty on local planning authorities to enable such development. The definition of 'self-build and custom-build housing' is set out in the Framework<sup>5</sup>, and is based on the legal definitions contained in section 1(A1) and (A2) within the Self-build and Custom Housebuilding Act 2015 (as amended).
26. The Act requires each relevant authority to keep a register of individuals and associations of individuals who are seeking to acquire serviced plots of land in the authority's area for their own self-build and custom housebuilding. As set out in the PPG<sup>6</sup> an Authority has 3 years to demonstrate that sufficient suitable permissions have been granted to meet a base period's demand. There is no substantive evidence before me to suggest that the proposal would comply with the relevant legal definitions of self-building housing, or that it would meet a currently identified Council need. As such, I give this consideration no weight.
27. I note that the proposal is designed to suit the appellants needs in respect of mobility, accessibility, ease of living, safety and health and wellbeing. In this regard, I have had due regard to the Public Sector Equality Duty contained in the Equality Act 2010, in particular the need to eliminate discrimination, advance equality of opportunity and foster good relations between those with protected characteristics and others. Following careful consideration of these particular matters I am satisfied that the impact of dismissing this appeal is proportionate and justified.
28. The LP in the pre-text of Policy H3 has also identified a shortage of specialist homes to suit elderly and disabled needs and whilst the proposal could be of some benefit in this regard. Nevertheless, there is no substantive evidence to confirm that the proposal would meet any identified need for such housing. Moreover, the application form indicates the proposal would be for market housing.
29. The proposal would provide some long-term economic benefits of supporting local facilities and public transport, as well as short term benefits during the

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<sup>2</sup> Mann LJ in *North Wiltshire District Council v Secretary of State for the Environment* (1993)

<sup>3</sup> *R (Mid-counties Co-Operative Limited) v Forest of Dean District Council* [2017]

<sup>4</sup> *Baroness Cumberlege v Secretary of State for Communities & Local Government* [2017]

<sup>5</sup> Annex 2 of the Framework refers to the definition of a 'self-build and custom-build housing'.

<sup>6</sup> Paragraph: 023 Reference ID: 57-023-201760728: Revision date: 28 07 2017



construction of the dwelling; however, these would be minor benefits of the scheme and do not outweigh the harm I have identified.

30. The Council's fourth reason for refusal relates to the Public Right of Way (PROW) that runs through the site. The granting of planning permission does not authorise any obstruction to or interference with any PROW, as such, this is a separate legal issue and is not a matter for this appeal. In any case, as I am dismissing the appeal for other reasons there is no reason for me to consider this matter in further detail.

### **Conclusion**

31. For the reasons set out above, and having had regard to the development plan as a whole and all other material considerations, I conclude that the appeal should be dismissed.

*D Wilson*

INSPECTOR

10 June 2024

Stotfold Town Council  
The Greenacre Centre  
Valerian Way  
SG5 4HG

### Naming of new roads within Stotfold town

Dear Councillors

I note that there have been recent discussions within the council on an appropriate name for the road leading from Arlesey Road to the new Pix Brook Academy which currently has no name designated. This is to be considered further shortly?

Following long standing guidance that new names should not conflict with existing names nor be confusing relative to others in the area I must point out that we already have in the town both Pix Road and Brook Street. Both of these are close to the region of the Pix Brook, near to the historic 'Brook End' as designated on older maps of the town.

While not being aware of why the Academy was given the name of Pix Brook it is evident that its position has no geographical relevance to the course of the actual Pix Brook?

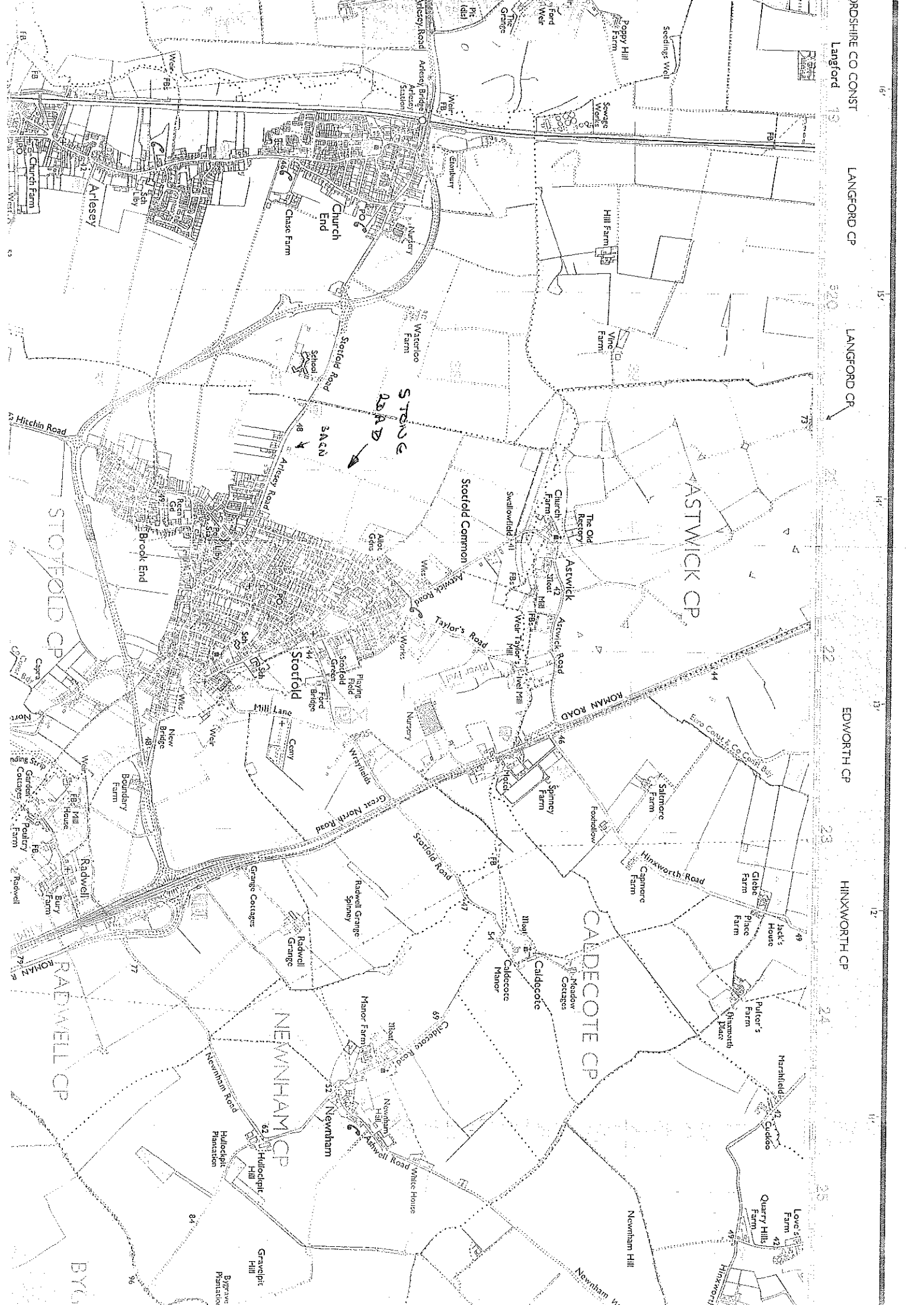
The actual track from Arlesey Road down past the Academy towards the common (as shown on Ordnance Survey maps), now made up as a "proper" road, has been referred to colloquially as either the 'Stone Road' or perhaps more recently as the 'Old Stone Road'.

My own Stotfold born family and others of their generations – grandfather 1892, father 1923, myself 1952 all used one of those names for this access track for various tenant farmers to tend their land. My own father was an agricultural worker there from the early 1950's through to the 1970's.

I must suggest that, to maintain a little of the history of the area, one of those suggested names should be put forward for formal adoption.

Yours sincerely

Stotfold resident.



BRIDSHIRE CO CONST  
Langford 13

LANGFORD CP

LANGFORD CP

EDWORTH CP

HINXWORTH CP

NEWNHAM CP

RADWELL CP

BYE

# **Central Bedfordshire Council**

Planning Obligations  
Supplementary Planning Document (SPD)  
Adoption Statement  
**14th June 2024**

**A great place to live and work.**

## **Adoption Statement for the Planning Obligations Supplementary Planning Document (SPD)**

### **Town and Country Planning (Local Development) (England) Regulations 2012 (as amended)**

Central Bedfordshire Council formally adopted the Planning Obligations Supplementary Planning Document (SPD) on 4th June 2024.

The Planning Obligations SPD supports policies in the adopted Local Plan and will be considered a material consideration in the determination of planning applications.

The SPD, together with a Consultation Statement setting out the responses received and the modifications made to the document as a result, are available to view on the Council's [website](#).

Paper copies of the SPD will be made available for inspection as soon as practicable in all public libraries in Central Bedfordshire. A copy will also be available to view on request during normal office hours at:

Central Bedfordshire Council  
Priory House  
Monks Walk  
Chicksands  
Shefford  
Bedfordshire  
SG17 5TQ

Requests to view the document should be emailed to the Local Plans Team at [localplan@centralbedfordshire.gov.uk](mailto:localplan@centralbedfordshire.gov.uk). Requests can also be made by writing to the address above, or by phone on 0300 300 8307.

Any person with sufficient interest in the decision to adopt the Planning Obligations SPD may apply to the High Court for permission to apply for judicial review of this decision. Any such application must be made promptly and, in any event, not later than 3 months after the date on which the SPD was adopted.

# **Central Bedfordshire in contact**

**Find us online:** [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)

**Call:** 0300 300 8307

**Email:** [localplan@centralbedfordshire.gov.uk](mailto:localplan@centralbedfordshire.gov.uk)

**Write to:** Central Bedfordshire Council, Priory House,  
Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ