



## **PLANNING, CONSULTATION & ENVIRONMENT COMMITTEE**

Agenda for the meeting to be held on **Monday, 5<sup>th</sup> June 2023**  
at **Sandbach Town Hall**, and commencing **7pm**.

Committee Members: Cllrs Geraint Price Jones, Mike Muldoon, Mark Mitchell, Tim Wheatcroft, Kelvin England, Simon Richards, Robert Gray, Dave Poole, Sandra Broad and John Arnold.

### **1. APOLOGIES FOR ABSENCE**

*The Meeting will be clerked by the Deputy Chief Officer.*

*Please ensure that all apologies are made directly to the meeting clerk no later than 5pm on the day of the meeting.*

### **2. DECLARATIONS OF INTEREST**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

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The Chair of the meeting will adjourn the meeting to allow questions from members of the public. After the questions, the Chair will reconvene the Planning and Consultation Committee Meeting.

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### **3. MINUTES OF THE PLANNING AND CONSULTATION COMMITTEE MEETING HELD ON 17 APRIL 2023**

[Attached: Draft minutes of the meeting]

Action: *To approve the minutes of the meeting of 17 April 2023.*

### **4. COMMITTEE TERMS OF REFERENCE**

[Attached: Draft terms of reference]

Action: *To review the terms of reference and recommend approval to council.*

### **5. OBSERVATIONS ON PLANNING APPLICATIONS**

Submitted WE 05.5.23 response to Cheshire East by 31.5.23

*Deadline extension requested.*

23/1690C

Linden Lea, Crewe Road, Winterley, CW11 4RE

To erect an Oak Framed open carport under a slate roof on a concrete raft.

23/1686C

8, Queens Drive, Sandbach, CW11 1DA

Single storey rear extension and internal reworks, with fenestration amendments. & Small second storey rear extension and amendments to the roof.

Submitted WE 12.5.23 response to Cheshire East by 07.6.23

23/1678C

Electricity Sub Station 31m From 66 School Lane 17m From School Lane, School Lane, Elworth, Sandbach, CW11 3HU

Provision of a new vehicular access off Station Road and new 33kV switchroom at Fodens Substation.

Submitted WE 19.5.23 response to Cheshire East by 6.6.23

23/1792C

85, Congleton Road, Sandbach, Cheshire, CW11 1HP

Single storey side and rear extension and replacement dormer window cladding

23/0361C

4 The Old Coach House, Abbeyfields, Park Lane, Sandbach, CW11 1EP

Replace existing timber single glazed windows with double glazed timber windows at locations: Master bedroom window. Second bedroom window. Family bathroom window. Third bedroom window. Living room back window. Replace existing single glazed plywood back door with stable style double glazed timber door.

23/0096C

95, Belmont Avenue, Sandbach, CW11 1BT

First-floor side extension with side dormer extension and changes to fenestration

*Deadline for comment 29.5.2023 being checked with CEC as this does not fit timeframe for comment.*

23/0363C

4 The Old Coach House, Abbeyfields, Park Lane, Sandbach, CW11 1EP

Listed Building Consent to replace existing timber single glazed windows with double glazed timber windows at locations: Master bedroom window. Second bedroom window. Family bathroom window. Third bedroom window. Living room back window. Replace existing single glazed plywood back door with stable style double glazed timber door.

23/1816C

535, Crewe Road, Sandbach, CW11 3RZ

Proposed alterations and ground floor extension on rear of house.

23/1843C

9, Heath Road, Sandbach, CW11 2JD

Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling.

23/1733C

128, Congleton Road, Sandbach, Cheshire, CW11 1DN

Variation of condition 2 - approved plans on application 21/6399C.

23/1862C

14, Abbey Road, Sandbach, CW11 3HA

Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling.

23/1891C

83, Elworth Road, Sandbach, CW11 3HN

Proposed two storey side & rear extension and internal alterations to existing detached property.

21/4635C

The Limes, 3, Sweettooth Lane, Sandbach, CW11 1DB

Demolition of The Limes Public House and Construction of a new 60 bed Care Home with car parking and landscaping.

Submitted WE 26.5.23 response to Cheshire East by 12.6.23

22/4609C

Land Off, Meadowbank Avenue, Wheelock

Construction of affordable housing

22/1485C

Land to the North of 24 Church Lane, SANDBACH CW11 2LQ

Erection of 4 dwellings with associated access and landscaping

23/1449C

Wheelock Primary School, Crewe Road, Sandbach, Cheshire, CW11 4PY

Extension and internal alteration to school & associated works for increase inform entry.

23/1935C

22, Coldmoss Drive, Sandbach, CW11 4HW

Two-storey rear/side extension. Re-submission of withdrawn application 23/1034C.

## **6. CONSULTATIONS**

None received.

## **7. CORRESPONDENCE**

### **7.1 Southern Planning Committee**

Email from CEC advising that application 22/4609C is to be considered by the Southern Planning Committee. Date of committee is unknown, response awaited from CEC.

### **7.2 Southern Planning Committee**

Email from CEC advising that application 22/1485C is to be considered by the Southern Planning Committee. Date of committee is unknown, response awaited from CEC.

## **8. DATE/TIME AND PLACE OF NEXT MEETING**

The date of the next meeting is Monday 7th July at 7pm in the Town Hall.



Minutes of the Meeting of the Planning and Consultation Committee held  
at 7.00pm on Monday 17 April 2023  
in the Town Hall, Ballroom.

<b>Present</b>	Councillors	R Hovey (Chair)
		G Merry
		S Broad
		D Poole
		G Price Jones

Also present were six members of the public.

## 1. APOLOGIES FOR ABSENCE

Apologies received from Cllr S Crane (due to personal reasons).

Absent without apologies: Cllr M Muldoon

## 2. DECLARATIONS OF INTEREST

Clr Merry

Declared a non-pecuniary interest in application 23/0981C.

## Cllr Price Jones

During the meeting, declared a non pecuniary interest in item 23/1122C

The Chair adjourned the meeting to allow questions from Members of the public.

Resident 1.

Expressed their concerns regarding the impact of proposed installation of a first floor Juliette balcony within application 23/1128C, which is not referenced within description of the application but is shown on the drawings submitted.

Additional reference was made to potential danger during the proposed works, due to width of road and its use by children enroute to schools.

Chair Signature:

Date:

Resident 2

Made a supporting statement in reference to application 23/1061C, confirming the challenges of living in current building and advised that it is proposed that the dwelling be replaced with an energy efficient, aesthetically enhanced and respectfully designed family home.

The Chair reconvened the meeting.

### 3. MINUTES OF THE PLANNING AND CONSULTATION COMMITTEE MEETING HELD ON 27 MARCH 2023

**Resolved:** That the meetings of the meeting 27 March 2023 are approved as a true record.

### 4. OBSERVATIONS ON PLANNING APPLICATIONS

For the benefit of members of public in attendance, applications 23/1128C and 23/1061C were considered before all others listed.

- |          |   |
|----------|---|
| 23/1128C | <p>16, HIND HEATH ROAD, SANDBACH, CW11 3LG</p> <p>Demolition of existing single storey extension to side and the addition of a single storey extension to the side of the original dwelling.</p> <p><b>Resolved:</b> Members <b>OBJECT</b> on the following grounds:-</p> <ul style="list-style-type: none"> <li>i. this is potential over-development of a very compact site</li> <li>ii. Loss of private amenity space for current occupiers</li> <li>iii. Impact on off road parking provision</li> <li>iv. concern that the juliette balcony within drawings is not reflected within the application specifics.</li> <li>v. the plans do not show neighbouring properties and so the impact on nearby bungalow should be fully assessed.</li> </ul> |
| 23/1061C | <p>Sunnyside, MOSS LANE, SANDBACH, CW11 3PL</p> <p>Replacement of existing dwelling with self/custom build of new dwelling</p> <p><b>Resolved:</b> Members <b>support</b> this application on the basis that it will replace a very energy inefficient building. The proposed dwelling is not out of keeping with the surrounding area and is considered a positive development.</p>  |

Submitted WE 17.3.23 response to Cheshire East by 20.4.23

- 23/1077C First and Second Floors, Lea House, 5, OLD MIDDLEWICH ROAD, SANDBACH, CW11 1DH  
Prior approval for change of use from offices to residential.  
**Resolved:** No objection, however, Members have some concerns which they ask that the Planning Officer please consider:
- i. No reference to the location of waste/refuse storage within the curtilidge
  - ii. Ensuring the car parking spaces remain as allocated for occupiers
  - iii. Disappointed there is no outside amenity space for residents.
  - iv. Support Highways Officer recommendation for covered cycle storage provision.

Submitted WE 24.3.23 response to Cheshire East by 19.4.23

- 23/0817C Maytime, HOUNDINGS LANE, SANDBACH, CW11 4HJ  
Extension to rear to form family room.  
*Cllr Poole left the room to take a call during discussion and voting on this item, returning before next application was considered.*  
*Cllr Price Jones did not participate in discussion or voting.*  
**Resolved:** No objection.
- 23/1122C 10, HENSHALL DRIVE, SANDBACH, CW11 1YN  
Second storey side extension over the existing garage with covered open porch / car port area.  
**Resolved:** Members object due to the over-development of the site, loss of light for neighbours, parking concerns and negative impact on the street scene. The application appears to contravene policies SE1 & SD2 of the CELPS and Policies GEN1 and HOU11 of the SADPD as well as policy H2 of the Sandbach Neighbourhood Plan.
- 23/0981C 36, ELWORTH ROAD, SANDBACH, CW11 3HQ  
A part rear single storey extension & part rear two storey extension with associated internal rework.  
*Cllr Merry did not participate in voting on this item, having declared a non-pecuniary interest.*  
**Resolved:** No objection.

Submitted WE 31.3.23 response to Cheshire East by 26.4.23

- 23/0918C 15, MIDDLEWICH ROAD, SANDBACH, CW11 1DH  
Proposed fire escape stairs to the rear of the property.  
**Resolved:** No objection.



23/1219C      653, CREWE ROAD, SANDBACH, CW11 3RZ  
Proposed alterations and extension of detached bungalow.  
**Resolved:** No objection.

Submitted WE 7.4.23 response to Cheshire East by 20.4.23

22/3151C      16, GAWSWORTH DRIVE, SANDBACH, CW11 1DY  
Demolition of Existing Garage & Proposed Single Storey Front, Side & Rear Extensions with Loft Conversion  
**Resolved:** Members have no objection but ask that the Planning Officer considers impact of Juliette window and ensures that the first floor window does not provide access to the roof, as a terrace space, as this would negatively impact the neighbouring properties.

Submitted WE 14.4.23 response to Cheshire East by 2.5.23

23/1352C      19, BARLOW WAY, SANDBACH, CW11 1PB  
Proposed demolition of existing orangery and erection of new single storey rear extension  
**Resolved:** No objection.

23/1180C      52, COLERIDGE CLOSE, SANDBACH, CW11 3NN  
Rear 2 Storey Extension  
**Resolved:** No objection.

## 5. CONSULTATIONS

### 5.1 DMMO Wrights Lane Consultation

[Attached: 5.1a Consultation Letter;  
5.1b Wrights Lane Plan 01 ]

Email received 23 March relating to an application for a public footpath to be added to the Definitive Map and Statement. Consultation ends Wednesday 3 May 2023.

**Resolved:** Response to be submitted to confirm that the Committee offers no objection and welcomes the proposal to add this path to the definitive map.

### 5.2 NALC response to DLUHC Permitted Development Consultation

Email received from ChALC relating to NALC's draft response to the Permitted Development consultation from the Department for Levelling Up, Housing and Communities (DLUHC). The consultation proposes changes to permitted development rights to support temporary recreational campsites, renewable energy and film-making.

**Resolved:** The email is noted.

### 5.3 NALC response to DLUHC Infrastructure Levy Consultation

Email received from ChALC on NALC policy consultation briefing on the new Infrastructure Levy from the DLUHC.

The central government wants to make sure the local authorities receive a fairer contribution of money that would support the infrastructure which expect to come with new developments. This reform aims to be a more efficient and transparent system which largely sweep away the Section 106 (S106) of the Town and Country Planning Act 1990.

Response to NALC by 5pm on 19 May 2023.

The Infrastructure Levy consultation closes on 9 June 2023.

**Resolved:** The Chair and Vice Chair will form a response to be submitted on behalf of the Council.

## 6. CORRESPONDENCE

### 6.1 Public participation at the Strategic Planning Board / Planning Committee

Email received from Cheshire East Council, 28 March, concerning public participation at the Southern Planning Committee on 5 April 2023 for 22/1485C Land to the North of 24 Church Lane.

The Chair informed the meeting that the application was withdrawn ahead of the Southern Planning.

### 6.2 HS2 Additional Provision Deposit 2

Email received 5 April regarding the deposit of additional provision material relating to the High Speed Two (HS2) Phase 2b Crew-Manchester route. The Additional Provision (AP2) intends to seek a second set of amendments to the High Speed Rail Crewe-Manchester Bill that include additional powers to construct works and to acquire or use land affecting local authority area.

This letter requires replying the following by 25 April 2023:

1. Acknowledge receipt of this letter;
2. Confirm the number of printed copies needed along with the soft copy available in a USB stick;
3. Contact details.

**Resolved:** Meeting Clerk to respond and obtain copies for Council.

### 6.3 Manchester Airport Future Airspace Project

Email received 11 April regarding progress of The Manchester Airport Future Airspace Project. Based on document CAP1616 (Title: Airspace change: Guidance on the regulatory process for changing the notified airspace design and planned and permanent redistribution of air traffic, and on providing airspace information) , there is a need to use satellites in navigation so



aircraft can arrive and depart safely. The CAA (Civil Aviation Authority) have now approved the ACP (Airspace Change Process) to move on to Stage 3.

**Resolved:** The email is noted

## 7. PLANNING APPLICATION RESPONSES – DELEGATION

During the transition period from 18 April to the first new council Planning and Consultation committee meeting, Sandbach Town Council office will ensure observations are submitted in time for the non-contentious planning applications.

**Resolved:** this committee approves that:-

- i. Authority is delegated to the meeting Clerk, in consultation with the Chair and Vice-Chair of this committee to review and respond to non-contentious applications, ensuring responses would accord to Council policy;
- ii. Officer to circulate submitted planning application references together with draft response on regular basis.

## 8. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting is to be confirmed subject to the new Council timetable.

Meeting closed 8.25pm

Cllr R Hovey  
KP.



# SANDBACH TOWN COUNCIL

## PLANNING, CONSULTATION & ENVIRONMENT COMMITTEE:

### TERMS OF REFERENCE

**Approved by Council: 13 September 2023**

**To be reviewed annually at the first Committee meeting each Council year**

This document supersedes the Terms of Reference/Delegation dated 7<sup>th</sup> December 2017.

10 Members of the Authority

Quorum = 4

Provides a strategic overview of environmental and regeneration issues within the town and in the context of the wider locality. Considers and provides a formal observation on planning applications in Sandbach, and other aspects of planning control. Comments on specific environmental consultations within designated response time including highway issues, licensing, gaming, tree preservations, signage and environmental matters. Formally responds to consultations from Cheshire East Council and other statutory bodies but it has no executive power beyond this role.

**Meetings:** Approximately every 4 weeks.

All non-committee members may attend meetings of the Committee except for confidential items and speak on ward issues at the Chairman's discretion, but are unable to vote.

Function of the Council Column 1		Delegation of Function Column 2
	<b>Strategic Planning</b>	
1.	Making observations on Local Plan, or Waste and Mineral Plans	<ul style="list-style-type: none"> <li>• Council on the advice of Committee for Local Plan.</li> <li>• Committee for Waste &amp; Mineral Plans.</li> </ul>
2.	Making observations on supplementary planning documents or non-statutory plans.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
3.	To oversee the Council's role in preparing, reviewing and monitoring the Neighbourhood Plan and to approve spend in relation to the Neighbourhood Plan, in accordance with the Council's financial regulations.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Approval of Plan reserved to Council.</li> </ul>
4.	Planning Guidance and Policy by the Town Council	<ul style="list-style-type: none"> <li>• Committee to oversee and recommend Approval reserved to Council</li> </ul>
5.	<b>Planning and Development Control</b> To make observations on all Cheshire East Borough Council Planning applications; Listed Building applications; Conservation Area consents; Certificates of Existing or Proposed Lawful Use or Development; Display of Advertisement Regulations; and development involving telecommunications, including prior notification determinations	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with the Chair &amp; Vice Chair, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> <li>• Town Clerk to submit approved observations</li> <li>• Committee may decide that with a major or particularly controversial application, to make recommendations for determination by Council.</li> </ul>
6.	Referring any Planning enforcement issue to the principal Council	<ul style="list-style-type: none"> <li>• Town Clerk</li> </ul>
7.	To make observations on all planning aspects and licensing aspects of waste applications or mineral applications.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with Chair &amp; Vice Chair, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> </ul>

8.	To comment on Tree Preservation applications or the making of Orders.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> </ul>
9.	To respond to consultations from adjoining authorities outside of Cheshire East Borough.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> </ul>
10.	To make observations on Planning policy consultation documents from Cheshire East Council or other bodies.	<ul style="list-style-type: none"> <li>• Committee, except Local Plan which is reserved for Council.</li> </ul>
11.	To make observations at the time of planning appeals and to authorise witnesses (officers, councillors or consultants) on behalf of the Council.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
12.	To make observations on Hazardous Substance applications.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
13.	To make observations on applications for amendments to planning and other related consents previously granted by any authority.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
14.	To make observations on applications for the discharge of conditions in respect of planning permissions and other related consents issued by Cheshire East Council.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
15.	Making observations on applications and other actions in relation to hedge rows.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> </ul>
16.	Making observations and recommendations on Street naming or numbering.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
17.	To liaise with the district council on any matter relating to building control.	<ul style="list-style-type: none"> <li>• Town Clerk</li> </ul>
18.	To monitor proposals from developers under Section 106 Agreements or Community Infrastructure Levy.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
19.	To request a Cheshire East councillor to "call in" applications to be determined their Planning Committee.	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
20.	To undertake the Council's role in the making, review or management of conservation areas <b>Licensing</b>	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
21.	Making observations on any matter relating to gaming or gambling	<ul style="list-style-type: none"> <li>• Committee</li> </ul>
22.	Making observations on applications and other matters under the Licensing legislation.	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> </ul>



	<p><b>Strategic Highways &amp; Transportation</b></p> <p>23. To take policy lead on the Local Transport Plan and general transportation issues.</p> <p>24. To respond to consultation on any temporary or permanent highways changes.</p> <p>25. Power to complain to Highway authority as to unlawful stopping up or obstruction of highway or unlawful encroachment on roadside land.</p> <p>26. Consent for ending maintenance at public expense or stopping up or diversion of highway</p> <p>27. <b>To Consider all Incoming Consultation Documents and determine a response on behalf of Sandbach residents</b></p> <p>To undertake an initial review of all incoming consultation documents and determine:</p> <ol style="list-style-type: none"> <li>1) If Council should make a response</li> <li>2) The form of the response</li> <li>3) To allocate to another committee if appropriate</li> <li>4) To provide the response and communicate the outcome as appropriate</li> </ol>	<ul style="list-style-type: none"> <li>• Committee for Management overview &amp; to advise Council.</li> <li>• Town Clerk for operational management</li> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if consensus view</li> <li>• Committee</li> <li>• Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</li> <li>• Committee</li> <li>• Town Clerk to co-ordinate response correspondence and inform Committee / Council as appropriate</li> </ul>
	<p><b>Environment &amp; Sustainability</b></p> <p>28. To promote the environmental wellbeing of the Town.</p> <p>29. Conservation of the built &amp; natural environment</p> <p>30. To lead on the sustainability of the Council as an organisation and to approve and action environmental audits.</p> <p>31. To monitor the steps which the Council needs to control its carbon footprint and help reduce climate change.</p> <p>32. To promote environmental awareness.</p> <p>33. To lead the Town and partner the community in addressing climate change, sustainability and transition.</p>	<ul style="list-style-type: none"> <li>• Committee for management overview</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview and to recommend Policy</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview and to recommend Policy</li> <li>• Town Clerk for operational management</li> </ul>

34.  35.  36.	<b>Environmental Public Health</b>  Power to utilise well, spring or stream to provide facilities for water supply, Public Health Act 1936, S125 and power to deal with ponds & ditches, Public Health 1936, S260.  To liaise with the relevant authorities in cases of public health/ environmental nuisance, drainage matters, pollution, or animal welfare issues.  To make observations on any public health/ environmental licence or registration application (other than under the Licensing Act).	<ul style="list-style-type: none"> <li>• Committee for management overview</li> <li>• Town Clerk for operational management</li> <li>• Petitions to Committee</li> <li>• Town Clerk in other cases</li> </ul>
37.  38.  39.	<b>Housing</b>  Town Council Policy or response to consultation on Cheshire East Policy.  To lobby for a suitable mix of housing and adequate affordable homes.  To work with partners to tackle other housing matters which may affect Sandbach, including landlord supervision, design guidance, homelessness and rough sleeping.	<ul style="list-style-type: none"> <li>• None, but on advice from Committee.</li> <li>• Committee for management overview within Policy and Budget and to recommend policy to Council</li> <li>• Town Clerk for operational management</li> <li>• Planning and Consultation Committee through the Planning system.</li> <li>• Committee for management overview within Policy and Budget</li> <li>• Town Clerk for operational management</li> </ul>
40.  41.  42.  43.	<b>Economic Wellbeing &amp; Regeneration</b>  To promote the economic wellbeing of the Town through partnership with the businesses, the community sector and with the principal council.  To promote tourism within the Town and power to encourage visitors. Local Government Act 1972, s144. (See power to provide conference and other facilities- Assets and Services Committee).  To promote regeneration in the Town and coordinate / support the work of partner organisations.  To lobby for sufficient high quality employment sites in the Town & support initiatives promoting inward investment.	<ul style="list-style-type: none"> <li>• Committee for management overview within Policy and Budget.</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview within Policy and Budget.</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview within Policy and Budget.</li> <li>• Town Clerk for operational management</li> <li>• Committee for management overview within Policy and Budget.</li> <li>• Town Clerk for operational management.</li> </ul>



44.	To support skills & training for local businesses and to improve the skills of the unemployed.	<ul style="list-style-type: none"> <li>• Committee for management overview within Policy and Budget.</li> <li>• Town Clerk for operational management.</li> </ul>
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NOTES to Terms of Reference Document:

Definition of "Management Overview": To recommend policy and new initiatives to Council, decide on service expansions and contractions or options within budget and policy and to ensure service objectives and relevant policies are adhered to.

Definition of "Operational Management" That part of the service which is considered necessary in the delivery of an initiative or service which is within Policy and Budget

References to Town Clerk translate to Chief Officer and / or Chief Officer's office as determined by the Chief Officer

DRAFT

**Ms Ceri Lloyd,  
Chief Officer to Sandbach Town  
Council  
SANDBACH TOWN HALL  
HIGH STREET  
SANDBACH  
CW11 1AX**

Development Management  
PO Box 606  
Municipal Buildings  
Earle Street  
Crewe  
CW1 9HP

Please ask for: **Gareth Taylerson**  
Direct dial: **823722**  
E-

Mail: [gareth.taylerson@cheshireeast.gov.uk](mailto:gareth.taylerson@cheshireeast.gov.uk)

Dear Sir/Madam

Date: **22-May-2023**

Application No: **22/4609C**  
Proposal: **Construction of affordable housing**  
Location: **Land Off, MEADOWBANK AVENUE, WHEELLOCK**

**PUBLIC PARTICIPATION AT THE STRATEGIC PLANNING BOARD OR PLANNING COMMITTEE**

I am writing to you as an interested person in respect of the above planning application. This application is due to be considered by the Southern Planning Committee on . The Council has resolved to allow interested persons an opportunity to explain briefly their views in support of or against the application prior to the Committee's consideration and determination of the application.

Attached to this letter are notes explaining the procedure and time of the meeting. Please read them carefully and contact Democratic Services if you would like to attend.

If there is more than one speaker you may be required to share your speaking time. If this is the case, the Democratic Services Officer will need to contact you. Please, therefore, include a contact telephone number on your request to speak.

Yours faithfully

*Gareth Taylerson*

**Principal Planning Officer  
Development Management**

## Cheshire East Borough Council

### Public Participation at Strategic Planning Board and Planning Committees

#### Who can speak?

The following individuals/groups are eligible to speak

- Objectors
- Applicants
- Supporters
- The relevant Parish or Town Council
- Members who are not on the Committee and are not the Ward Member

Ward Councillors who are not Members of the Planning Committee

#### How much time is allocated to each group?

The following groups have a period of 5 minutes

- Ward Councillors who are not Members of the Planning Committee
- The relevant Parish or Town Council

All other groups have a period limited to a total of 3 minutes. If there is more than one person wishing to speak, people are encouraged to consult each other and agree how to share their 3 minutes.

This may be the most effective way of presenting views.

#### How do you arrange to speak at the Planning Committee?

Please inform, in writing, Democratic Services, by 12.00 noon on the Tuesday (the day before the meeting).

#### When should you arrive for the meeting?

Speakers are \*normally requested to arrive by: 9.30 pm, prior to the start of the meeting at 10.00 am so that they can register with the Democratic Services Officer.

\*Please note: These times may vary as the agenda dictates. Please contact the Democratic Services Section to confirm times/agenda order.

#### What is the order of speaking at the meeting?

The order is as follows:

- Announcement of the item by the Chairman
- Introduction by the Planning Officer, who will update the Committee report and highlight the key issues
- Ward Councillors not on the Strategic Planning board or Northern and Southern Planning Committees (5 minutes in total).
- Other Borough Councillors if not a Committee member (3 minutes in total).
- Parish/Town Council representations (5 minutes)
- Objectors' representations (3 minutes)
- Supporters' representations (3 minutes)
- Applicants representations (3 minutes)
- Further comments by Planning Officer

#### What are the possible outcomes of the meeting?

The decision may be:

- to approve the application
- to refuse the application
- to defer for information/negotiations
- to defer for a site visit by the Committee.
- to refer the application from the Committee to the Strategic Planning Board.

**What may the statement to the Committee include?**

Only refer to relevant planning issues, eg:

- exterior design, size, appearance, layout, etc
- residential amenity
- highway safety
- character of the area
- trees and historic buildings
- planning policy (Local Plan/Structure Plan)
- Government guidance

The Committee cannot take into account non-planning issues eg:

- boundary disputes/property rights
- personal comments about any individual
- loss of property value or loss of view
- matters covered in other laws

**Will the use of presentation aids be allowed?**

In order to be fair to all parties, no presentation aids will be permitted. Similarly, the circulation of late information, photographs and/or plans at the meeting will not be allowed.

**Will there be an opportunity for questions?**

At the Chairman's discretion, members of the Committee may ask a visiting speaker to clarify an issue after a statement is made. However, speakers will not be permitted to ask questions or interrupt the Members' discussion on an individual planning application.

**Where are meetings usually held?**

Strategic Planning Board – contact as below

Northern Planning Committee – Macclesfield Town Hall

Southern Planning Committee – Municipal Buildings, Crewe

**Agenda**

Agendas for the Committee are available on-line or from the Democratic Services Officer one week before the meetings

**Contacts**

**Strategic Planning Board**

Email: [speakingatplanning@cheshireeast.gov.uk](mailto:speakingatplanning@cheshireeast.gov.uk)

**Northern Planning Committee**

Email: [speakingatplanning@cheshireeast.gov.uk](mailto:speakingatplanning@cheshireeast.gov.uk)

**Southern Planning Committee**

Email: [speakingatplanning@cheshireeast.gov.uk](mailto:speakingatplanning@cheshireeast.gov.uk)

Democratic Services, Cheshire East Borough Council, Westfields, Middlewich Road, Sandbach, Cheshire.  
CW11 1HZ  
Also see the Council's website: [www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)



**Miss A L Banks,  
Clerk to Sandbach Town Council  
SANDBACH LITERARY INSTITUTE  
HIGHTOWN  
SANDBACH  
CW11 1AE**

Development Management  
PO Box 606  
Municipal Buildings  
Earle Street  
Crewe  
CW1 9HP

Please ask for: **Philippa Radia**  
Direct dial: **01270 686757**

E-  
Mail: **philippa.radia@cheshireeast.gov.uk**

Dear Sir/Madam

Date: **22-May-2023**

Application No: **22/1485C**  
Proposal: **Erection of 4 dwellings with associated access and landscaping**  
Location: **Land to the North of 24 Church Lane, SANDBACH CW11 2LQ**

**PUBLIC PARTICIPATION AT THE STRATEGIC PLANNING BOARD OR PLANNING COMMITTEE**

I am writing to you as an interested person in respect of the above planning application. This application is due to be considered by the Southern Planning Committee on . The Council has resolved to allow interested persons an opportunity to explain briefly their views in support of or against the application prior to the Committee's consideration and determination of the application.

Attached to this letter are notes explaining the procedure and time of the meeting. Please read them carefully and contact Democratic Services if you would like to attend.

If there is more than one speaker you may be required to share your speaking time. If this is the case, the Democratic Services Officer will need to contact you. Please, therefore, include a contact telephone number on your request to speak.

Yours faithfully

*Philippa Radia*

**Senior Planning Officer  
Development Management**

## Cheshire East Borough Council

### Public Participation at Strategic Planning Board and Planning Committees

#### Who can speak?

The following individuals/groups are eligible to speak

- Objectors
- Applicants
- Supporters
- The relevant Parish or Town Council
- Members who are not on the Committee and are not the Ward Member

Ward Councillors who are not Members of the Planning Committee

#### How much time is allocated to each group?

The following groups have a period of 5 minutes

- Ward Councillors who are not Members of the Planning Committee
- The relevant Parish or Town Council

All other groups have a period limited to a total of 3 minutes. If there is more than one person wishing to speak, people are encouraged to consult each other and agree how to share their 3 minutes.

This may be the most effective way of presenting views.

#### How do you arrange to speak at the Planning Committee?

Please inform, in writing, Democratic Services, by 12.00 noon on the Tuesday (the day before the meeting).

#### When should you arrive for the meeting?

Speakers are \*normally requested to arrive by: 9.30 pm, prior to the start of the meeting at 10.00 am so that they can register with the Democratic Services Officer.

\*Please note: These times may vary as the agenda dictates. Please contact the Democratic Services Section to confirm times/agenda order.

#### What is the order of speaking at the meeting?

The order is as follows:

- Announcement of the item by the Chairman
- Introduction by the Planning Officer, who will update the Committee report and highlight the key issues
- Ward Councillors not on the Strategic Planning board or Northern and Southern Planning Committees (5 minutes in total).
- Other Borough Councillors if not a Committee member (3 minutes in total).
- Parish/Town Council representations (5 minutes)
- Objectors' representations (3 minutes)
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- Applicants representations (3 minutes)
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