

WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of a Meeting of the
LOWLANDS AREA PLANNING SUB-COMMITTEE
Held in Committee Room I, Council Offices, Woodgreen, Witney, Oxon
at 2.00 pm on Monday 14th April 2014

PRESENT

Councillors: W D Robinson (Chairman); Mrs M J Crossland (Vice-Chairman); M A Barrett;
M R Booty; D S T Enright; Mrs E H N Fenton; S J Good; J Haine; P J Handley; H J Howard;
R A Langridge; J F Mills and L D Poole MBE

Officers in attendance: Abby Fettes; Miranda Clark; Phil Shaw Nick Dalby and Paul Cracknell

73. MINUTES

RESOLVED: that the Minutes of the meeting of the Sub-Committee held on 17 March 2014, copies of which had been circulated, be confirmed as a correct record and signed by the Chairman.

74. APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

The Chief Executive reported receipt of the following resignation and temporary appointment:-

Mr J F Mills for Mr B J Norton

Members and Officers joined the Chairman in wishing Mr Norton a speedy recovery from the recent operation that had prevented his attendance at the meeting.

75. DECLARATIONS OF INTEREST

Mr D S T Enright declared an interest in application No. 13/1595/P/FP (Former Dairy Site at Oxford Hill, Witney) by reason of its proximity to his property and indicated that he would leave the meeting during its consideration. Mr Robinson declared an interest in application No. 14/0071/P/FP (Land adjacent to Glebe Cottage, Bampton Road, Curbridge) the applicants being known to him in a personal capacity. He advised that he would also leave the meeting and that the Vice-Chairman would take the Chair for consideration of this application.

76. APPLICATIONS FOR DEVELOPMENT

The Sub-Committee received the report of the Head of Planning and Sustainable Communities giving details of applications for development, copies of which had been circulated. A schedule outlining additional observations received following the production of the agenda was circulated at the meeting, a copy of which is included within the Minute Book.

RESOLVED: that the decisions on the following applications be as indicated, the reasons for refusal or conditions related to a permission to be as recommended in the report of the Head of Planning and Sustainable Communities, subject to any amendments as detailed below:-

(In order to assist members of the public, the Sub-Committee then considered applications in the following order: 13/1494/P/OP; 13/1595/P/FP; 13/1752/P/FP; 14/0071/P/FP; 14/0119/P/FP; 14/0248/P/FP; 14/0313/P/FP and 14/0314/P/DCA. The results of the Sub-Committee's deliberations follow in the order in which they appeared on the printed agenda.)

3 13/1494/P/OP Land between Saxel Close and Village Hall, Aston

The Area Planning Manager introduced the application and made reference to the further observations set out in the report of additional representations. He reported receipt of further observations submitted by Ms Pinner and Mrs Blake, together with those of the applicant's agent and ecologist.

Ms Angela Blake addressed the meeting setting out her objections to the proposed development. A summary of the points she raised is attached to the original copy of these minutes as Appendix A.

Mr Richard Haines, the Vice-Chairman of the Aston, Cote, Shifford and Chimney Parish Council, then addressed the meeting. A summary of the points he raised is attached to the original copy of these minutes as Appendix B.

The Applicant's agent, Ms Debbie Jones, then addressed the meeting. A summary of the points she raised is attached to the original copy of these minutes as Appendix C. In addition, the applicant's ecologist, Mr Iain Corbyn also addressed the meeting indicating that the proposed mitigation and enhancement measures would enhance the ecological value of the site beyond that of its existing use as arable land and emphasising that the County Ecologist raised no objection to the development.

In response to a question from Mrs Crossland, whilst acknowledging that land surrounding the site was subject to flooding, Ms Jones advised that the development site was wholly within Flood Zone 1 so was not at risk.

The Area Planning Manager then presented his report containing a recommendation of conditional approval.

Mrs Fenton indicated that, whilst the development was attractive in itself, the site was outside the village boundary. She acknowledged the concerns expressed by local residents and advised that the development of other, more appropriate sites within the village was under consideration. She questioned the need for a development of this scale, indicating that a recent survey had established that only nine applicants within the village were in need of affordable housing.

Mrs Fenton suggested that no further development should be permitted in the area until problems regarding the adequacy of the local sewerage infrastructure had been resolved by Thames Water.

Accordingly, she proposed that the application be refused as being contrary to Policies NE1, NE3 and H6 of the West Oxfordshire Local Plan. The proposition was seconded by Mr Good.

The Area Planning Manager cautioned the Sub-Committee that, whilst other sites might be under consideration, no applications had been received and there was no certainty that these would be brought forward. In relation to the sewerage infrastructure, a condition was proposed precluding development until such time as a drainage strategy had been devised and approved by the Local Planning Authority and preventing connections to the public system until that work had been implemented.

He acknowledged the question of precedent but reminded Members of the importance of regaining a five year land supply and warned against testing policy H6 at appeal in the absence of such a position. He indicated that, given the nature of the District, it was inevitable that the majority of future development would be on Greenfield land and, whilst it was within a conservation area, the proposed site had no particular landscape designation.

Mr Mills indicated that residents' concerns over flooding went back beyond the last winter to the events of 2007 and that he could not support the development.

Mr Langridge reiterated that the need to recover a five year land supply would not persuade him to support development on inappropriate sites but indicated that he considered the current proposals to be acceptable. Mr Howard and Mrs Crossland concurred.

In response to a question from Mr Enright, the Area Planning Manager confirmed that an appropriate condition to protect and enhance biodiversity was proposed and that the area of land adjacent to Bull Lane was to remain undeveloped.

Mr Handley questioned the equity of the present position and expressed his concern that once a five year land supply had been re-established, further applications would be resisted. In response, the Area Planning Manager advised that securing a five year land supply would enable the Council to regain control of strategic planning without which it was likely that piecemeal development would be allowed through appeals.

Mr Poole questioned whether there was any way in which the Council could enforce a sequential preference for sites. The area Planning Manager advised that, in the absence of an approved local plan, it was only possible to do so in flood risk terms.

In response to a further question from Mr Poole he advised that it would be difficult for a parish to develop a Neighbourhood Plan in the absence of a district wide local plan. In conclusion, Mr Poole sought to allay residents' concerns over flooding by reference to the success of the sustainable drainage scheme put in place during recent large scale development in Eynsham.

Given the nature, extent and potential cost of resolving the difficulties experienced with regard to the sewerage infrastructure in the area, and in particular to the need to replace the sewage main running from Aston to the Bampton pumping station, Mr Booty questioned whether the proposed scheme would be deliverable within a five year timescale. If it could not then any approval would not count towards the District's five year land supply.

In order to ensure that these issues could be satisfactorily addressed Mr Booty proposed an amendment that consideration of the application be deferred pending the developer providing an agreed plan, approved budget and definitive timescale for the works necessary to upgrade the local sewerage network in consultation with Thames Water. The amendment was seconded by Mr Mills.

The Area Planning Manager emphasised that the necessary work would only be funded by developer contributions and cautioned against the potential loss of developer funding in the event that an appeal against non-determination was allowed.

On being put to the vote the amendment was carried and having become the substantive motion it was:-

RESOLVED: that consideration of the application be deferred pending the developer providing an agreed plan, approved budget and definitive timescale for the works necessary to upgrade the local sewerage network in consultation with Thames Water.

21 13/1595/P/FP

The Former Dairy Site, 1 Oxford Hill, Witney

The Senior Planner (Implementation) introduced the application.

Mr Andrew Eton, the applicant's agent, then addressed the meeting. A summary of the points he raised is attached to the original copy of these minutes as Appendix D.

The Senior Planner (Implementation) then presented her report and advised Members that, whilst the Heads of Terms of the associated legal agreement had been broadly agreed, the applicant was questioning the contributions being sought by the Witney Town Council.

Mr Langridge acknowledged the developer's concerns, indicating that he considered the proposed contribution towards the Madley Park Teen Zone to be of the greatest direct relevance to the development. He proposed the Officer recommendation of conditional approval subject to the conditions set out in the report, to any other conditions raised following re-consultation and to Officers being authorised to approve the final Heads of Terms of the legal agreement. In addition, he requested that Officers seek to secure the provision of a traffic light controlled crossing in place of the existing zebra crossing on Oxford Hill.

The recommendation was seconded by Mr Mills and on being put to the vote was carried.

Permitted subject to the conditions set out in the report, to any other conditions raised following re-consultation and to Officers being authorised to approve the final Heads of Terms of the legal agreement and requested to seek to secure the provision of a traffic light controlled crossing in place of the existing zebra crossing on Oxford Hill.

(Mr D S T Enright left the meeting during consideration of the foregoing application)

30 13/1752/P/FP Land at Swinbrook Road, Carterton

The Senior Planner (Implementation) introduced the application and advised Members that paragraph 6.6 of the report should refer to two, three and four bedroomed houses only and that paragraph 6.23 should refer to a 40mph zone not a 30mph zone.

Mr Nick Patterson Neild and Mr Rob Ellis then addressed the meeting on behalf of the applicants. Mr Patterson Neild indicated that the principle of development had been established through both the Local Plan and the grant of outline planning consent. The development was a key component of the Council's five year land supply and met the objectives of the Local Plan in providing new homes for the area. The development would provide some 75 affordable homes and the applicants were keen to commence development and in a position to move forward in the summer.

Mr Ellis made reference to meetings held between the developers and Oxfordshire County and Carterton Town Councils to clarify the issues raised at the previous meeting. In brief, the developers had agreed to construct and make a £10,000 contribution towards future maintenance of public conveniences to serve the Kilkenny Lane Country Park and to make a change to the speed limit on the Shilton Road (to 40mph as agreed with the County Council, not the 30mph requested by Carterton Town Council. Mr Ellis also confirmed that there were to be no lights at the Shilton Road Junction.

In response to a question from Mrs Crossland, Mr Ellis advised that previous studies had identified solutions to the drainage issues in the Swinbrook Road area and the developers were in a position to comply with the relevant condition in a timely fashion. In response to a further question he indicated that he had no information about problems in the Burford Road area but noted that the developers would have to satisfy Thames Water that all necessary works had been undertaken before they would be permitted to connect the properties to the public network.

The Senior Planner (Implementation) then presented her report. She confirmed that both the District and Town Councils were happy with the proposed arrangements for the provision of public conveniences which were to be transferred by the developers to the District Council then on to the Town. She went on to make a recommendation of conditional approval subject to the conditions set out in the report, to additional conditions requested by Thames Water regarding surface water drainage and to the applicants entering into a legal agreement on the basis outlined at paragraph 6.27 of the report.

The Officer recommendation was proposed by Mrs Crossland and seconded by Mr Handley and on being put to the vote was carried.

Permitted subject to the conditions set out in the report, to the following additional conditions requested by Thames Water and to the applicants entering into a legal agreement on the basis outlined at paragraph 6.27 of the report, the applicants being advised that the Surface Water Drainage scheme should, where possible, incorporate Sustainable Drainage Techniques in order to ensure compliance with the Flood and Water Management Act 2010 and that where communal drainage schemes are proposed approval of the scheme will be required from Oxfordshire County Council and the scheme will need to be adopted under the Flood and Water Management Act:-

- 27 The development hereby permitted shall only be carried out in accordance with the approved flood risk assessment (FRA) prepared by Symonds and dated 16th October 2013 (ref: 062518) and the following mitigation measures detailed within the FRA:

Limiting the surface water run off generated by the 1 in 100 plus 30% allowance for climate change critical storm in accordance with Table 6-1 of the FRA, so that it will not exceed the run off from the undeveloped site and not increase the risk of flooding off site.

The mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the timing/phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the Local Planning Authority.

REASON: To prevent flooding by ensuring the satisfactory storage and disposal of surface water from the site.

28 That, prior to the commencement of development, a full surface water drainage scheme shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of the size, position and construction of the drainage scheme and results of soakage tests carried out at the site to demonstrate the infiltration rate. <Where appropriate the details shall include a management plan setting out the maintenance of the drainage asset.> The development shall be carried out in accordance with the approved details prior to the first occupation of the development hereby approved and shall be maintained in accordance with the management plan thereafter.
REASON: To ensure the proper provision for surface water drainage and/ or to ensure flooding is not exacerbated in the locality. (The West Oxfordshire Strategic Flood Risk Assessment, National Planning Policy Framework and the supporting Technical Guidance)

Members concurred with Mr Booty in his wish to place on record their appreciation of the work undertaken by Officers to secure a high quality development on this site.

46 I4/0071/P/FP Land adjacent to Glebe Cottage, Bampton Road, Curbridge

Mr Robinson left the meeting during consideration of the following application. Mrs Crossland took the Chair.

The Area Planning Manager introduced the application and reported that Mr Nigel Holmes, the County Council's Commissioning Manager, had acknowledged the need for more retirement housing and supported the need for housing development of the type proposed. He also advised Members that, whilst the applicant's viability analysis calculated a contribution of £17,200 towards affordable housing, as they intended to occupy one of the units on the site, they had agreed to increase this contribution to £52,000.

The applicant's agent, Ms Debbie Jones, then addressed the meeting in support of the application. A summary of the points she raised is attached to the original copy of these minutes as Appendix E.

The Area Planning Manager then presented his report. He indicated that, whilst the reasons of size and sustainability underpinning it remained applicable, in the absence of a five year housing land supply the Council could no longer seek to rely upon Policy H5 and recommended that the proposed refusal reason be amended accordingly.

The Officer recommendation was proposed by Mr Howard and seconded by Mr Haine. Whilst there was a degree of support amongst Members for the innovative approach put forward in this application there was concern over the location and on being put to the vote the proposition was carried.

Refused for the following amended reason:-

By reason of its scale and location in a village lacking in many basic services and facilities, the development does not comprise infilling in a village where historically only infilling is allowed and would be an uncharacteristic form of unsustainable development that would urbanise the village streetscene and set a precedent for further such applications that in equity would be difficult to resist and which cumulatively would undermine the policies of general restraint upon development in the less sustainable parts of the district. The case advanced in favour of the proposal and other material considerations are not considered sufficient to justify a departure from the development plan or the general advice of the NPPF to resist unsustainable development. The proposal is therefore considered contrary to Policies H2 and BE2 of the adopted West Oxfordshire Local Plan and the advice of the NPPF to secure sustainable development.

53 14/0119/P/FP

Witney Road, Hailey

The Area Planning Manager introduced the application.

The Applicant, Ms Liz James, then addressed the meeting in support of her application. A summary of the points she raised is attached to the original copy of these minutes as Appendix F. In response to a question from Mr Howard, Ms James clarified proposals for screening.

The Area Planning Manager then presented the report and made reference to a letter sent by the applicant's agent to Members. He noted that the applicant had relocated the structures on the site from their original positions to other, acceptable, locations and invited Members to consider whether they wished to determine the application as submitted or to seek the submission of revised plans.

It was proposed by Mr Langridge and seconded by Mr Haine that the application be approved subject to the submission of revised plans and to conditions to be determined by the Head of Planning and Sustainable Communities in consultation with the Chairman of the Sub-Committee,

On being put to the vote the recommendation was carried.

Permitted subject to the submission of revised plans and to conditions to be determined by the Head of Planning and Sustainable Communities in consultation with the Chairman of the Sub-Committee,

57 14/0164/P/FP

Green Acres, Brighthampton

The Officer recommendation of conditional approval was proposed and duly seconded and on being put to the vote was carried.

Permitted

59 14/0194/P/FP 69 Black Bourton Road, Carterton

The Officer recommendation of conditional approval was proposed by Mrs Crossland and seconded by Mr Howard and on being put to the vote was carried.

Permitted

64 14/0254/P/FP 48 Davenport Road, Witney

The Officer recommendation of conditional approval was proposed by Mr Langridge and having been duly seconded was put to the vote and carried.

Permitted

65 14/0284/P/FP The Cottage, Burford Road, Brize Norton

The Area Planning Manager introduced the application and made reference to an email sent by the applicant to all Members.

The applicant, Mr Garry Griffin, then addressed the meeting in support of his application. A summary of the points he raised is attached to the original copy of these minutes as Appendix G.

The Area Planning Manager then presented the report and recommended that the proposed reason for refusal be amended by the deletion of reference to Policy H5.

The revised Officer recommendation was proposed by Mrs Crossland and seconded by Mr Langridge and on being put to the vote was carried.

Refused, reason 1 being amended to read as follows:-

By reason of the sites location in a village lacking in many basic services and facilities, where historically only infilling was allowed, the development is considered to be an uncharacteristic form of unsustainable development which undermines the policies of general restraint upon development in the less sustainable parts of the District contrary to the general advice of the NPPF.

69 14/0313/P/FP 2A The Crofts, Witney

The Area Planning Manager introduced the application, made reference to the observations set out in the report of additional representations and reported receipt of further representations received from the owners of the Corncroft Guest House.

The Applicant, Mr Harris, then addressed the meeting in support of his application. He indicated that a previous application had been withdrawn and that the current proposals developed from that with the advice of the Council's Officers with the intention of addressing the concerns raised by local residents. Mr Harris suggested that a residential development would be more appropriate in this location than the existing potentially intensive commercial use which would be better relocated to an edge of town site.

In response to a question from Mr Good, Mr Harris advised that the current operation did not provide any employment.

The Area Planning Manager then presented the report and made a recommendation of conditional approval.

The Officer recommendation was proposed by Mr Langridge and seconded by Mr Booty and on being put to the vote was carried.

Permitted subject to the submission of revised plans and to conditions to be determined by the Head of Planning and Sustainable Communities in consultation with the Chairman of the Sub-Committee.

Post Committee Note: The following conditions were agreed by the Head of Planning and Sustainable Communities in consultation with the Chairman of the Sub-Committee:-

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
REASON: To comply with the requirements of the Town and Country Planning Act 1990.
- 2 That the development be carried out in accordance with plan No(s) I3067-P01; I3067-P02; I3067-P03; I3067-P04; I3067-P05; I3067-P06; I30670-P07.
REASON: For the avoidance of doubt as to what is permitted.
- 3 Those parts of the external walls to be constructed of stone shall be constructed of natural local stone in accordance with a sample panel which shall be erected on site and approved in writing by the local Planning Authority before development commences and thereafter retained until the development is completed.
REASON: To safeguard the character and appearance of the area. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan 2011)

- 4 Those parts of the external walls to be rendered shall be rendered in accordance with a sample panel which shall be laid on site and approved in writing by the Local Planning Authority before development commences and which shall thereafter be retained on site until the development is completed. The rendered panel will define the colour finish/es proposed.
REASON: To safeguard the character and appearance of the area. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan 2011)
- 5 Notwithstanding the application details the roof(s) of the building(s) shall be covered with materials, a sample of which shall be submitted to and approved in writing by the Local Planning Authority before development commences.
REASON: To safeguard the character and appearance of the area. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan 2011)
- 6 Prior to the commencement of development a sample of the weather boarding to be used on the external elevations of the buildings hereby approved shall be submitted to and approved in writing by the LPA and shall be retained as such thereafter.
REASON: In the interests of visual amenity. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan)
- 7 All new external joinery shall be painted or stained in a colour that has been submitted to and approved in writing by the Local Planning Authority and shall thereafter be retained in that colour.
REASON: To ensure that the building details are in keeping with the local vernacular style. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan 2011)
- 8 The window and door frames shall be recessed a minimum distance of 75mm from the face of the building unless otherwise agreed in writing by the Local Planning Authority.
REASON: To ensure the architectural detailing of the building reflects the established character of the locality. (Policy BE5 of the adopted West Oxfordshire Local Plan 2011)
- 9 Notwithstanding details contained in the application, detailed specifications and drawings of all external doors, windows (including cills and heads) and eaves/verges, at a scale of not less than 1:20 including details of external finishes and colours shall be submitted to and approved in writing by the Local Planning Authority before development commences. The development shall be carried out in accordance with the approved details.
REASON: To ensure the architectural detailing of the buildings reflects the established character of the area. (Policies BE2 and BE5 of the adopted West Oxfordshire Local Plan 2011)

- 10 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order, 1995 (or any Order revoking and re-enacting that Order with or without modification) no additional rooflights, windows or other external openings shall be constructed in the elevation(s) of the development hereby approved.
REASON: To safeguard privacy in the adjacent property. (Policies BE2 and H2 of the adopted West Oxfordshire Local Plan 2011)
- 11 The rooflights approved as part of the development shall have a minimum lower cill level of 1.8 metres above finished internal floor level and shall be retained as such thereafter.
REASON: In the interests of residential amenity. (Policies BE2 and H2 of the West Oxfordshire Local Plan)
- 12 The car parking areas (including where appropriate the marking out of parking spaces) shown on the approved plans shall be constructed before occupation of the development and thereafter retained and used for no other purpose.
REASON: To ensure that adequate car parking facilities are provided in the interests of road safety. (Policy BE3 of the adopted West Oxfordshire Local Plan 2011)
- 13 That, prior to the commencement of development, a full surface water drainage scheme shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of the size, position and construction of the drainage scheme and results of soakage tests carried out at the site to demonstrate the infiltration rate. The development shall be carried out in accordance with the approved details prior to the first occupation of the development hereby approved and shall be maintained in accordance with the management plan thereafter.
REASON: To ensure the proper provision of surface water, drainage and/ to ensure flooding is not exacerbated in the locality. (The West Oxfordshire Strategic Flood Risk Assessment, National Planning Policy Framework and Policy Statement 25 Technical Guidance)
- 14 That prior to first occupation of the development hereby approved the highway kerbline and footway along the site frontage shall be fully reinstated in accordance with details which shall first be submitted to and approved in writing by the Local Planning Authority and retained as such.
REASON: In the interests of highway safety. (Policy BE3 of the adopted West Oxfordshire Local Plan)
- 15 That the office use approved as part of the development shall not operate between 2100hrs and 0800hrs nightly.
REASON: In the interests of residential amenity. (Policy BE2 of the adopted West Oxfordshire Local Plan)

NOTES TO APPLICANT

- 1 The surface water drainage system should, where possible, incorporate Sustainable Drainage Techniques in order to ensure compliance with:
 - Flood and Water Management Act 2010 (Part I- Clause 27 (1)
 - Code for sustainable homes- A step change in sustainable home building practice.
 - The forthcoming local flood risk management strategy to be published by Oxfordshire County Council sometime after June 2014. As per the Flood and Water Management Act 2010 (Part I- Clause 9 (1)).
- 2 No materials, plant or temporary structures of any kind should be deposited on or adjacent to the private access to the rear of properties which front Corn Street and which abuts the application site area, that may obstruct or dissuade the occupiers of those properties from using the route while development takes place, nor should there be any encroachment on to the existing width, of the private access.

72 14/0314/P/DCA 2A The Crofts, Witney

The Officer recommendation of conditional approval was proposed by Mr Langridge and seconded by Mr Booty and on being put to the vote was carried.

Conservation Area Consent be granted subject to the following condition:-

The works must be begun not later than the expiration of three years beginning with the date of this consent.

REASON: To comply with the requirements of S.18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

77. APPLICATIONS DETERMINED UNDER DELEGATED POWERS AND APPEAL DECISIONS

The report giving details of applications determined by the Strategic Director with responsibility for development under delegated powers together with appeal decisions was received and noted

78. APPLICATION TO PRUNE THREE BEECH TREES AT 25 NEW YATT ROAD, WITNEY – TPO NO. 19/1972

The Sub-Committee received and considered the report of the Head of Planning and Sustainable Communities regarding an application to prune three beech trees growing at 25 New Yatt Road, Witney included within Tree Preservation Order No 19/1972.

Members considered the works proposed to be too extensive but recognised that a more sensitive approach could be acceptable. In proposing the Officer recommendation, Mr Langridge requested Officers to liaise with the applicant in order to devise a more appropriate scheme.

RESOLVED: That the application be refused but that Officers be requested to liaise with the applicant on order to devise a more appropriate scheme.

Mr P J Handley requested that his vote against the foregoing resolution be so recorded.

79. MR L D (LARRY) POOLE

The Chairman advised that Mr Poole had decided not to stand for re-election and, as he was unable to attend the next meeting, this would be his last meeting of the Sub-Committee. Mr Robinson thanked Mr Poole for his contribution to the work of the Sub-Committee and Members and Officers joined the Chairman in wishing him well for the future.

In response, Mr Poole indicated that he had enjoyed his time on the Committee and praised his fellow Members for the quality of debate. In conclusion, Mr Poole thanked the Officers for their assistance over the last three years.

The meeting closed at 5:55pm.

CHAIRMAN