

**Bollington Town  
Council**

**Planning and Town  
Development  
Committee  
Meeting**

**21<sup>st</sup> November 2023**

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## Minutes of the Meeting of the Planning and Development Committee of the Town Council

Held in the Town Hall

on Tuesday 24<sup>th</sup> October 2023 @ 7pm

Cllrs; Mike Broadbent (MB), Ken Edwards (KE) *arrived late*, Helen Ellwood (HE), Richard Hardwick (RH), Judy Snowball (JS).

Chair - Cllr J Snowball

Officer – Julie Mason Town Clerk

### Declarations of Members Interests

Nil

### Public Forum Time

Eight members of the public.

Two members had attended to explain the amount of work they commit to ensure the Town Council's twelve hanging baskets, eight planters and troughs are planted at a minimum cost. They explained the fund-raising events they had organised to raise monies for planting. *The Chair thanked them for their efforts.* This led to the fact that the two planters at Ashbrook Road needed a street furniture licence at a cost of £400 and they asked for the support of the Committee to approve this cost as they felt the improvement these planters made was immense for the town especially as the Town Council had committed spend monies to improve the junction.

One member of the public had come to speak on planning application 23/3074M. She was the applicant and explained how she had researched the replacement of windows in a conservation area with the Conservation Officer and then after following advice the officer had recommended refusal. She wanted support of the next steps as to date it had cost nearly £700 for the planning application and the architect. It seemed important to be aware of the width of windows.

Two members of the public felt an email distribution list should be created for BTC meetings and had been told by Cllr J Place this was a possible option.

Two members had attended to speak on proposed car parking charges at Pool Bank car park and felt the BTC response should add that the CE car parking strategy was flawed. Cllr John Place spoke about the Ward Councillor car park consultation himself and Cllr K Edwards had consulted on that evening in the Civic Hall. He had collated 48 comments and wished the committee to included them in the BTC reply.

### PT 122/23 To Receive apologies for absence.

Cllr J Stewart due to holidays.

**RESOLVED** the apologies were accepted.

Cllr H Ellwood was a substituted for Cllr J Stewart.

**PT 123/23 To approve the Minutes of the Planning and Development Committee Meeting 26<sup>th</sup> September 2023 (PT 101/23 - 121/23).**

**RESOLVED:** The minutes were accepted as a true and accurate record.

*Cllr K Edwards arrived at 7.15pm*

**PT 124/23 To agree the final draft of the Pool Bank car park consultation and agree the letter to Mr Richard Hibbert - Head of Strategic Transport & Parking.**

Cllr JS thought the following points should be added to the draft reply presented at Full Council;

- i) Bollington had no railway station.
- ii) the bus service had been severely reduced.
- iii) and there were instances when drivers had to drive across the car park for access which should not be chargeable.

The Chair allowed some interaction from the public forum time but felt the comments from the Ward Cllr consultation that evening at the Civic Hall should be included in the Ward Cllrs response and not added at this late stage to the BTC response.

The draft letter written by the Clerk was debated to be sent to Mr R Hibbert CE Officer. It was agreed Cllr K Edward's name was removed and the word 'stage' removed.

**RESOLVED** the letter was accepted and agreed to be submitted to CE indicating an interest in taking over the Pool bank car park subject to costs.

**PT 125/23 To receive Updates from the minutes.**

- Ashbrook Road planters  
The Committee agreed there would propose there was a *recessionary* resolution at Full Council in November as they agreed the £400 should approved. The Clerk had explained more background and the MOP had allowed their decision to be amended. Cllr KE wished it to be noted he was experiencing difficulties with the release of funds from Cheshire East Ward Cllr highways budget for Ashbrook Road junction improvements.
- Bin on Waterwheel estate  
ANSA were reluctant to empty the bin on the estate so both Town Wardens had agreed to empty it. It was due to be sited in the next two weeks.
- Letter sent to Moorfield's Administration  
The Clerk reported that another letter had been sent but still no reply to date. **RESOLVED** the Clerk would approach Peaks & Plains and explain the situation to see if they wished to express an interest.
- Feedback from Cllr KE on 22/0721M St John the Baptist Church, Church Street - 18 Apartments.  
Cllr KE reported that the Town Council had called in the application in April 2022 and the application was due to be heard by the Northern Planning Committee on 6<sup>th</sup> December. **RESOLVED** Cllr J Snowball would speak on behalf of BTC.
- 23/3074M 15 Queen Street, Bollington SK105 PS – Replacement of timber sash windows and timber doors with sliding sash upvc windows.  
It was agreed that Cllr KE would pursue this with the Conservation Officer.
- PROW on Mill Lane consultation – response submitted.

The Clerk replied she had submitted the reply and both herself and Cllr KE had spoken with the officer which was an external employee for CE.

**PT 126/23 To receive the Decisions on Planning Applications and Notifications from Cheshire East Council:**

- **Planning Applications APPROVED: None**
  
- **Planning Applications APPROVED WITH CONDITIONS:**
  - [22/3360M](#)  
**THE COACH HOUSE, 1 FLASH LANE, BOLLINGTON, SK10 5AQ**  
Application for the conversion and extension of an existing outbuilding to provide 1 no. residential dwelling  
**BTC – OBJECTION** - Contravenes our Neighbourhood plan policy HO P2 1. development in the Green Belt is inappropriate and only permitted in special circumstances.
  
  - [23/3434M](#)  
**7 COCKSHEADHEY ROAD, BOLLINGTON, SK10 5QZ**  
2 no. new roof lights.  
**BTC – NO OBJECTION**
  
  - [23/3449M](#)  
**STAKEHILL HOUSE, 64A CHANCERY LANE, BOLLINGTON, SK10 5BJ**  
Demolition of existing outbuilding & erection of single storey front/side extension.  
**BTC – NO OBJECTION**
  
  - [23/3642M](#)  
**4 NAB LANE, BOLLINGTON, SK10 5RA**  
Non-material amendment to application 22/1701M - Proposed single storey side extension, porch and amendments to roof to include new twin gables at the front and rear of the property and new roof tiles. Amendments to the elevations, including changes to windows and the installation of rooflights, and internal remodelling works with associated external patio and landscaping.  
**BTC – not made aware of this application.**
  
- **Positive Certificate:**
  
- **Planning decisions WITHDRAWN:**
  - [23/1205M](#)  
**WINSFORD, FLASH LANE, BOLLINGTON, SK10 4ED**  
Demolition of existing detached dwelling and construction of replacement detached dwelling with detached garage.  
**BTC – NO OBJECTION**
  
- **Planning decisions REFUSED: None**
  
- **Appeals Notified: None**

- **Consent for works in TPO with conditions: None**
- **Tree 6-week date expired (CA): None**

**127/23 To make observations on Planning Applications currently on deposit upon the production of the agenda but to allow consideration of applications submitted in between:**

- **23/2732M**  
**35 IRWELL RISE, BOLLINGTON, SK10 5YE**  
Single storey rear extension, alterations to existing bungalow, re-render external walls.  
**RESOLVED NO OBJECTION**
- **23/3650M**  
**7 SANDY CLOSE, BOLLINGTON, SK10 5DT**  
Demolition of existing side porch, rear bay window and garage structure, proposed two storey side/rear extension, single storey rear extension and alterations.  
**RESOLVED NO OBJECTION**
- **23/3754M**  
**10 WILLOWBANK DRIVE, BOLLINGTON, SK10 5DG**  
Conversion of integrated garage into a kitchen, installation of downstairs toilet, log fire, bi-fold doors and replace windows.  
**RESOLVED NO OBJECTION**

**128/23 To make observations on Planning Applications (Trees) currently on deposit:**

- **23/3218T**  
**THE WATERHOUSE, 51 WELLINGTON ROAD, BOLLINGTON, SK10 5JH**  
Yew tree. Overhanging neighbours' property. The intent is a crown reduction that will take around 6m from the current height to below roof and gutter height to avoid over hanging into neighbouring property. The reduction would be roughly 30% of the current height. Additionally a crown thinning from the sides of the tree of roughly 10% to pull it away from the building its currently growing into, again this is a neighbouring property.  
**RESOLVED OBJECTION**
- **23/3721T**  
**WHARF GARAGE, GRIMSHAW LANE, BOLLINGTON, SK10 5JB**  
G1 - Multi-stem Willow(s) - reduce crown and raise on property side to give clearance to roof and gutters. T2 - Sycamore - Remove - previously reduced to stem, regrowth poor and rotting. G3 - Laurels - Remove. T4 - Conifer - Remove. T5 - Alder - Remove T6 - Alder - Retained (no work).  
**RESOLVED OBJECTION**

The Committee noted that many Tree Applications were not being determined within the time frame of 6 weeks and the two in front of the committee tonight had no background

information to make a reasonable decision. The tree at the doctors surgery was quite an iconic tree and they would not like any damage to be undertaken unnecessarily.  
**RESOLVED** Cllr JS would contact Mr G Newsome the Tree Officer for CE.

**PT 128/23 To receive the minutes from the Neighbourhood Planning Working Group from 27<sup>th</sup> September**

**RESOLVED** the minutes were accepted as a true and accurate record.

**PT 129/23 To receive the minutes from Transport & Travel Working Groups from 29<sup>th</sup> September 2023.**

**RESOLVED** the minutes were accepted as a true and accurate record.

**PT 130/23 To note the date of the next Planning and Town Development Committee Meeting on Tuesday 21<sup>st</sup> November 2023 at 7.00pm at Bollington Town Hall.**

Meeting Closed at 8.45pm

Signed: .....

Dated: .....

**Neighbourhood Plan Update Review Group**

**Minutes for Meeting 25<sup>th</sup> October 7-00pm Town Hall**

Abbreviations	
BTC	Bollington Town Council
NPU	Neighbourhood Plan Update
NP	Neighbourhood Plan
CEC	Cheshire East Council
P&TDC	Planning & Town Development Committee
SC	Steering Committee

**Members present**

Michael Burdekin (MB); Cllr Judy Snowball (Cllr JS); Cllr Ken Edwards (Cllr KE); Cllr Nigel Macartney (Cllr NM); Sandra Macartney (SM); Robert BoSmith (RB); David King (DK); John Peak (Cllr JP); Cllr John Place (Cllr JP); Alan Morris (AM); Nicole Roberts Morris (NMR); Marion BoSmith (MBo)

**Apologies for absence**

José Spinks (JS)

**Minutes of meeting of NPU SC held on 27<sup>th</sup> September**

- Were accepted without change

**Proposal to accept quotation for hybrid Housing Needs Assessment by Cheshire Community Action in which a combined CCA/NPU questionnaire is delivered by local resources – cost £1,980 (No VAT).**

- SC voted to accept the Cheshire Community Action quote

**Discussion of target timing for issue of this main questionnaire and possible arrangements for delivery.**

- SC agreed with MB that ideally the Questionnaire should be ready for distribution to Bollington's 3800 households in February 2024
- Distribution possibilities are:
  - Paid leaflet team (cost of £500 in budget, hopefully will not be needed)
  - If timings are convenient it could go out with the first Bollington Live of 2024 for nothing
  - Volunteer leaflet team, free distribution

**Proposal to accept quotation for update of Ecology Study by NLG Ecology Ltd – cost £480 (inc VAT).**

- SC members would ideally prefer an in depth field survey of Bollington wildlife. MB reiterated that the first priority is to update the data in the current NP and specifically Figures GE1 and GE2, Habitat Distinctiveness and



Wildlife Corridors. Both Cllr JS and NRM have contacts of ecologists qualified to perform field surveys if required

- SC voted to commission the desk exercise from NLG Ecology specifically to update the data provided by Cheshire Wildlife in the NP

### **Discussion on development of Website Content including FAQs**

- SM requested comments on her thoughts about the layout and positioning of the NP page and FAQ's on the BTC website by 12 noon on Sunday 29<sup>th</sup> October
- SM intends to consult with the BTC website team w/c 30.10.23
- MB confirmed that he would assist in writing the answers to the FAQ's
- The website would allow members of the public to send questions to [neighbourhoodplan@bollington-tc.gov.uk](mailto:neighbourhoodplan@bollington-tc.gov.uk) where SM, MB and MBo can monitor the box

### **One vacancy for place on D. Kaiserman course on Neighbourhood Planning in addition to Cllrs Snowball and Place.**

- NRM confirmed her interest

### **To note the final version of the article for the Bollington Town Council Newsletter written at the request of the Clerk (attached).**

- The article has been submitted to Town Clerk JM for inclusion in the next BTC newsletter
- SM informed the meeting that she has submitted similar suitable articles to the publications Local People and Community Matters.

### **Initial discussion of paper by David King and Rob BoSmith**

- It was pointed out that the document is very car centric and that other moving around issues should be covered in the review
- There was a debate about the effect of increasing parking provision in Bollington. It may support business and tourism to the detriment of the environment
- Members of Green Environment and Climate Change WG agreed to draft additional questions for the Public Meetings

### **Initial discussion on paper by Nigel Macartney on Employment and Retail**

Cllr NM explained:

- There is possibly demand for a business nursery in Bollington
- There is currently no ready information about how many small businesses are run from homes in Bollington. A suitable question could be added to the Questionnaire
- He is meeting with Vicky Wray to discuss business lists
- He would ideally like to recruit 2 people at the public meeting to assist in gathering business information with which to update the Employment and Retail sections of the NP

## **Discussion on format and content of proposed briefing paper / short questionnaire on Housing**

Following SC discussion MB to update draft questions with suggestions including wildlife features such as bat boxes and private single storey accommodation e.g. bungalows and apartments

**Discussion on format and arrangements for initial public meetings, now confirmed as Monday 11<sup>th</sup> December at Bollington Cross School Hall, 7-00 pm to 9-00 pm, and Saturday 16<sup>th</sup> December at the Civic Hall 1-30 pm to 3-15 pm.**

Following discussion the SC agreed:

- A SC meeting to finalise organisation of the Public Meetings to be held on Wednesday 6<sup>th</sup> December at the Town Hall, 7pm
- Both meetings to be the same
- A short introduction by MB to set the scene, following which members of the public would be invited to visit individual WG tables
- Each WG table to follow the same format with a single sheet of information which could be taken home for reference and a single sided questionnaire
- BTC to provide the printed matter, approx 50 sets per meeting
- Contact sheet at both meetings to collect details of attendees and register interest in volunteering
- The WG's represented
  - Housing: MB, Cllr JP and AM
  - Moving Around: DK, RB, MBo
  - Employment, Business & Retail: Cllr NM
  - Built Environment, Heritage, Tourism and Leisure: JS
  - Green Environment and Climate Change: Cllr JS, RB, JP
  - Green Belt & Settlement Boundary Review: Cllr KE, NRM

## **Discussion and approval of initial overall budget (initial framework attached 16/10/23)**

- Mike Burdekin to ask Town Clerk Julie Mason to apply to Locality for £10,000 grant as soon as possible. Monies must be spent in the financial year that the grant is made. Most of the NPU predicted spend is required before March 2024
- Post SC discussion Mike Burdekin to request an updated estimate for banners from lam print, Adelphi Mill. 3 banners for each of 3 events (public meetings in December; notification of Questionnaire completion details; notification of meetings to share proposed NP changes) in recyclable material
- Main Questionnaire of 8 pages, one page for a map of the Green Belt, 3 pages on housing. Other WG's restricted to 4 pages between them

**Any other business** - none

**Next Meetings** –Wednesday 29<sup>th</sup> November and Wednesday 6<sup>th</sup> December at the Town Hall, 7pm



**Minutes of the Meeting of the  
Transport and Highways Management  
Working Group  
in the TOWN HALL, Bollington  
At 10.00am on Friday 27<sup>th</sup> October 2023**

**Those Present:**

**Members with voting rights:**

Cllr Helen Ellwood (HE), Cllr Judy Snowball (JS), Michael Burdekin (MB) Rob BoSmith (RB)  
Mark Fearn (MF) Lorcan Cannard (LC)

**Chair:** Helen Ellwood

**Declarations of Interest** – JS matters related to Waterwheel Way junction, MB matters related to Ashbrook Rd junction.

**Agenda items:**

1. **Apologies for absence:** Cllr Ken Edwards (KE),
2. **To receive and confirm the Minutes of the meeting held 29/09/23.** The Minutes were confirmed as a correct record.
3. **Matters arising from the minutes of the meeting of 29/9/23.**
  - (a) LC reported that there has been police surveillance of traffic on Shrigley Rd, travelling down into Bollington and this had recorded three speeding offences with maximum 56 mph and two fixed penalty notices for parking obstructions.
  - (b) Although there had been some clearance of foliage partially obscuring the Speed Limit sign on Shrigley Rd, one motorist had complained to LC that it was still obscured. LC had responded that there was no excuse for speeding as there were painted signs on the carriageway. However, it was agreed to ask the Clerk to arrange for further clearance of foliage at the location of the speed limit sign on Shrigley Rd entering Bollington. **Action: Clerk please.**
  - (c) Clerk / KE to explore with CEC Highways ways to discourage HGVs from using Chancery Lane and Lord Street – no information. MF suggested having a sign at the Jackson Lane/Chancery Lane Junction to say 'Chancery Lane / Lord St – Unsuitable for HGV traffic'. This would help deflect any HGV traffic that had come round Clarke Lane (despite a similar sign at Clarke Lane / Bollington Rd junction) from continuing down Chancery Lane and Lord St - **Action carried over.**
  - (d) No response was not yet available to the Freedom of Information Act request made by the Town Clerk about accidents in Lord St. **Action carried over.**
  - (e) MB had contacted John Weston about a previous consultation of Lord St residents about the possible introduction of double yellow lines at the Lord St / Cumberland Avenue junction. He reported that the previous consultation had found residents of Cumberland Avenue were in favour and residents of Lord St were against. **Action – It was agreed to advise KE to consult CEC Highways as to whether safety issues were sufficient to require double yellow lines.**
  - (f) JS reported that a consultation of residents about double yellow lines at the entry to Waterwheel Way was in progress with the local Residents' Association. There were some concerns as to where cars parking in this area might be displaced to. LC confirmed that the Police do not enforce transgression of double yellow lines unless vehicles are causing an obstruction.
  - (g) Update on possible solutions to parking issues at Hurst Lane – no further information – **Carried over.**
  - (h) Update on progress with gully emptying. HE reported that a list of blocked gullies had been compiled through inspections by Councillors and helpers and this list had been provided to the contractors, Ringway Jacobs. They had agreed that they would make two additional visits in the near future to clear these gullies and would give notice of intended dates to enable warning to be given to parked cars. The normal full round of gully clearances would take place in March.
  - (i) It was noted that KE and CEC Councillor John Place had organised a public meeting about the proposed car parking charges at Pool Bank which had been attended by about 60 persons. There had been 100% opposition to such charges at the meeting with many arguments made about the

history of ownership of the land and about the adverse consequences on the business, retail and tourist economies as well as parking for local residents. JS reported that the BTC Planning and Development Committee would be making its final response before the consultation closure date of 1<sup>st</sup> November.

- (j) Update on position concerning financial support for T&T WG activities. HE confirmed that this matter was still under consideration in the BTC Committees. **Action: Carried over.**

- 4. To consider any new SID reports becoming available since the last meeting** – The surveys in the neighbourhood of the Grimshaw Lane and Ashbrook Rdf junctions to the B5090 had now been completed in both directions and a summary report submitted. The results again showed a significant reduction in traffic levels compared to previous surveys from 2016 to 2021 but they showed an increase in the percentage of vehicles exceeding 30 mph to levels of 17 to 23%. Maximum speeds of 40 to 60 mph were reported on occasion. These results were consistent with the general overall trend of unacceptable levels of speeding on the B5090 requiring some action to be taken. The SID device would now be moved to a position approaching the junction of Bollington Rd and Flash Lane for traffic travelling from Macclesfield.
- 5. To discuss any new items in the Issues Log** – There was still no further information as to when repairs to central refuge on Bollington Rd opposite Clarke Lane would be completed. It was agreed to ask the Clerk to write again and request information from CEC as to when repairs would be carried out. MB reported that there a regular problem with a blue van parking on the pavement on Ashbrook Rd opposite the Vets' premises where there were already cars parked on the opposite side of the road, thus causing obstruction to large vehicles such as Waste Collection or Emergency Service vehicles from getting through as well as blocking the pavement. LC reported that he had just received a complaint about the same vehicle that morning and he would investigate in his patrols. HE reported concerns about speeding of vehicles at School start and finish times and suggested that the Council should ask Schools to write to parents to ask them not to exceed the speed limits and to take extra care to avoid risks of accidents  
**Actions:** (a) Clerk to press CEC about repairs to central refuge on Bollington Rd. (b) LC to carry out checks on obstruction parking on Ashbrook Rd., (c) Clerk to consider approach to Schools to suggest that they should warn parents about risks caused by speeding at School start and finish times.
- 6. CEC Councillor allocations of funding.** There was no further information about progress with CEC Councillors proposals for use of their allocations of funding for Highways related issues. It was understood that KE was in discussion with CEC Officers over proposed use of part of this funding as a contribution to improvements to the CEC Highways owned paved area at the Ashbrook Rd junction.
- 7. Any other business**  
Following concerns expressed by CEC about the planter tubs put on the paving slabs at the Ashbrook Rd junction to prevent parking there which obstructs visibility, MF had approached the Royal British Legion to see if they would sponsor a memorial bench on this site which would achieve the same objective. He understood that there was a good prospect that the response from RBL would be positive.  
**Action Town Clerk** – please can you explore the acceptability of additional benches on the Ashbrook Rd paving as an alternative to the existing planters to deter parking on the area.
- 8. Date of the Next Meeting:** Friday 24<sup>th</sup> November at 10-00 am at the Town Hall.