

**CHELTENHAM CIVIC SOCIETY  
PLANNING FORUM**

**MINUTES OF MEETING**

- Date:** 22 June 2021 at 5:00 pm
- Venue:** Meeting held via Zoom
- Present:** Andrew Booton, Andrew Kitching, Sue Jenkins, Adrian Philips, Mike Richardson, Peter Sayers (Chair), Tess Beck (Secretary)
- Apologies:** Dawn Williams
- Distribution:** Those present + Trustees.  
Section 2 only to Planning Comments Box [dccomments@cheltenham.gov.uk](mailto:dccomments@cheltenham.gov.uk)
- Next Meeting:** Next taking stock meeting **5 pm Monday 28/6/21** via Zoom and **Planning Forum on 21/7/21**

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<b>Ref</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<b>Declarations of interest</b>	
1.1	None	
<b>2</b>	<b>Applications considered</b>	
2.1	<p>21/01340/LBC   New internal &amp; external staircases and installation of garage door.   7 Clarence Square Cheltenham Gloucestershire <a href="https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QU5YNMELGS200&amp;activeTab=summary">https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QU5YNMELGS200&amp;activeTab=summary</a> OBJECT The Civic Society Planning Forum objects to the plans for a roller shutter garage door in the rear boundary wall effect. In the curtilage of this listed building, timber gates would be a far more appropriate choice. 'Timber effect' would not be acceptable. Not only is this the rear lane of the listed buildings in Clarence Square, this boundary wall is part of the front street for Northfield Terrace, also within the Pittville area of Cheltenham's Central Conservation Area. As well as considering the setting of the listed building itself, we need to be consider the environment for the residents of Northfield Terrace. As per JCS policy SD8, the setting should be conserved and enhanced by any alterations. We have no objections to the planned changes to the staircases.</p>	
2.2	<p>21/01221/LBC   Widening of service passage/lightwell entrance and upgrade electrical distribution, including fire safety upgrades   9 Montpellier Parade Cheltenham Gloucestershire <a href="https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QU5YNMELGS200&amp;activeTab=summary">https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QU5YNMELGS200&amp;activeTab=summary</a> No comment submitted.</p>	

- 2.3 21/01298/FUL I Repair and alteration of existing coach house to enable use as ancillary accommodation I Greenfield 35 The Park Cheltenham Gloucestershire GL50 2SD  
<https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QTUUK9ELGPH00&activeTab=summary>  
SUPPORT WITH CONDITIONS  
The Civic Society Planning Forum supports the re-use of an existing building. As it is within the curtilage of a listed building and within the conservation area, traditional wooden doors, windows, soffits and fascias should be a condition in accordance with JCS policies SD8 & SD4 and Cheltenham Plan Part 9. The extensive use of glass on the elevation fronting the lane is not in keeping. A design based on coach house doors would be more appropriate.
- 2.4 21/01270/FUL I Replacement of former outbuildings, erection of new link and addition of new stable block I Oakfield House Stables Oakfield House Greenway Lane Charlton Kings Cheltenham Gloucestershire  
<https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QTPOT0ELGNX00&activeTab=summary>  
OBJECT  
This is a significant area as it denotes how the town relates to its surrounding countryside. The materials proposed for the new stable block are unsympathetic and do not reflect the character of the area. These are industrial style buildings, and are not 'Living with Beauty'. Local materials, with a pitched stone roof (ideally providing a much needed bat habitat) would be much more suitable.  
The existing buildings follow the contours. The proposed stables do not, so they are likely to necessitate additional excavations in the root zone of the oak tree. Rebuilding could have been an opportunity to relocate the buildings away from the tree canopy and the overhead electric wire. The proposed screening trees are thin Lombardy poplars, so the buildings would still be visible from the road - not that planting should be used to disguise poor design.  
A lighting scheme should be included in the plans to ensure light pollution is kept to a minimum.  
We have concerns about the drainage work which has already been carried out, increasing the net flow off site, and increasing the risk of flooding locally. This should be addressed, e.g. by the introduction of a balancing pond, which would also be a positive feature for supporting wildlife diversity.

- 2.5 21/01319/LBC I Replace uPVC windows with timber glaze windows I  
Flat 1 Albion House 103 Albion Street Cheltenham Gloucestershire  
GL52 2UG

[https://publicaccess.cheltenham.gov.uk/online-applications/  
applicationDetails.do?keyVal=QU2DF1EL0KG00&activeTab=summary](https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QU2DF1EL0KG00&activeTab=summary)  
SUPPORT

The Civic Society Planning Forum supports the re-instatement of timber framed windows. Since the applicant is replacing uPVC windows rather than the original windows, this presents an opportunity to install timber framed double glazed windows. This would have the benefit to future residents of better insulation from the traffic noise of the ring road and improved energy efficiency.

We commend the pro-active approach of the council's planning enforcement team in addressing this matter.

2.6 21/01363/FUL | The proposal is for the demolition of the existing single storey extension and associated temporary structure to the rear of the property and replaced with a lightweight timber and glass structure. The proposed works also include an amendment to the retaining wall, and replacement to front canopy | 4 London Road Cheltenham Gloucestershire GL52 6DF  
<https://publicaccess.cheltenham.gov.uk/online-applications/applicationDetails.do?keyVal=QUDDBOELGTM00&activeTab=summary>  
SUPPORT

The Civic Society Planning Forum commends the applicant's commitment to re-instating the missing balustrade and the like for like renewals on the front elevation. The front elevation could be further improved by replacing the 20<sup>th</sup> century single pane windows with timber framed Georgian style windows to match the others in the terrace.

The proposed rear extension is a clear improvement on what is already there. We would prefer to see brick rather than timber construction at the basement level, to prevent harm to the existing building and to improve the longevity of the extension.

2.7

*21/01085/FUL | Demolition of 3no. existing garage blocks together with northern retaining wall to River Chelt followed by construction of new sheet-piled retaining wall and re-construction of 3no. garage blocks | Cambray Court Cambray Place Cheltenham Gloucestershire*

**Additional Comment**

The Civic Society Planning Forum objects to this application on the grounds of the negative effect on the appearance of the river's setting in the town's Central Conservation Area, and the negative effect on biodiversity in the environs of the River Chelt.

The industrial appearance of the proposed pilings are unattractive and inappropriate for this location. The existing brick retaining walls provide some plant and animal habitat, increasing biodiversity and contributing to a small green corridor. The proposed pilings remove this habitat.

*Existing comment*

*This application should be called in to assess the potential impact.*

*The site, at the heart of the town, is of both public and private significance and provides a rare opportunity to add value for residents and public alike. The river Chelt runs through the land and this is a timely opportunity to make this a more pleasing and prominent feature rather than hiding the river as a flood risk embarrassment in an expensive sheet piled culvert. The main Cambray art deco apartments are magnificent being set back from the river and would have originally been built without the motor car in mind. The later addition of the garage blocks (whilst expressing the history of the site and rise of the motor car through the 1950/60s) are unsightly and of little visual value. It is considered worthy to raise the prominence of the site by demolition of the garage blocks and undertaking landscape works to grade back the river bank sides to provide a private river side garden for the residents of Cambray Place. Equally the same measure could*

### 3 Cambray Court

- 3.1 Adrian received an email from Claire Donnelly to say that the application would not go to the planning committee as our objections were not on material planning grounds.  
Agreed actions:
- 1) Appeal to the lib dem group on the council. Adrian to contact Max Wilkinson as Carbon Zero lead (copying in Guy Maughfling). AP
  - 2) Contact Tracey Crews, ask about options for delay so Adrian and Sue's proposal can be explored by stakeholders. AB
  - 3) Re-submit planning objection to include material objections. Tess to draft. TB
  - 4) Andrew B to write summary of situation (run this by Adrian & Peter) which can be shared with Max, Guy etc. AB  
AP
  - 5) Adrian has meeting with the Environment Agency next week

### 4 Inappropriate Pruning of Trees

- 4.1 Sue has been trying to get action on this from CBC, GCC Highways, Ubico, Ringway, etc. for the last 3 years but keeps hitting a brick wall, as no-one will take ownership. Hopefully the Civic Society will have more success, drawing on Sue's expertise. Street trees are an important issue for the town.  
Agreed actions
- 1) Andrew B to write to chief execs of CBC & GCC on behalf of CCS, to request a meeting with someone at an appropriate (executive) level. This should be a constructive approach (albeit with a veiled threat of 'Remember Sheffield'). Sue to help with drafting. The letter should include Sue's very helpful diagram of correct and incorrect pruning. AB, SJ
  - 2) Share knowledge with Gloucestershire Civic Societies (next meeting 3 July) and Civic Voice. PS, AB
  - 3) Go public on CCS website and social media (not yet), and possible public lecture on tree management.

### 5 Civic Awards Update

- 5.1 Current plan is for the awards ceremony to be one of the planned series of Autumn events.

### 6 AOB

#### 6.1 Photographing listed buildings

We are not going with the contract proposed by CBC legal team. Instead CBC to supply spread sheet of all listed buildings so work can be assigned. (to avoid duplication)

#### 6.2 Evaluating the work of the planning forum.

All to send completed case studies to Peter. ALL  
Next taking stock meeting **5 pm Monday 28/6/21 via Zoom** ALL

### 7 Next Meeting

**5pm Wednesday 21/7/21 at Parmoor House** (need to book)  
Mike to select applications. MR  
Peter to look at aligning meetings with Planning Committee dates for future meetings. PS  
Continue to all share comments ahead of the meeting, and Tess to create summary of comments.

