

**Minutes of the Meeting of the LICENSING AND PLANNING POLICY COMMITTEE  
held on 3 December 2020**

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**PRESENT -**

Councillor David Reeve (Chair); Councillor Clive Woodbridge (Vice-Chair); Councillors Monica Coleman, Neil Dallen, Robert Foote, Chris Frost, Liz Frost, Rob Geleit, Julie Morris and Phil Neale

Officers present: Amardip Healy (Chief Legal Officer), Viv Evans (Interim Head of Planning), Alex Awoyomi (Trainee Solicitor), Mary Bryson (Planning Policy Officer), Susie Legg (Policy Planner), Wai-Po Poon (Senior Planning Policy Officer), Sarah Keeble (Democratic Services Officer) and Tim Richardson (Committee Administrator)

**22 QUESTION TIME**

No questions had been submitted or were asked by members of the public.

**23 DECLARATIONS OF INTEREST**

No declarations were made by Councillors with regard to items on the agenda.

**24 MINUTES OF PREVIOUS MEETING**

The Minutes of the previous meetings of the Licensing and Planning Policy Committee held on 22 October and 12 November were agreed as a true record and the Committee authorised the Chair to sign them.

**25 INFRASTRUCTURE FUNDING STATEMENT**

The Committee received a report relating to the Council's first Infrastructure Funding Statement (IFS), which is required under the Community Infrastructure Levy Regulations. It contained information on CIL monies, Section 106 and Section 278 agreements along with an 'infrastructure list' setting out the infrastructure projects or types which the Council intended to fund wholly or partly by the levy. The IFS was required to be published on the Council's website by 31 December 2020.

The Committee received a verbal introduction from the Head of Planning.

The following matters were raised by the Committee:

- a) Outstanding balances:** It was noted that of all the amounts invoiced for, outstanding debts only account for 1.1% of CIL monies. Officers noted that there are 2 outstanding invoices from 2016 totalling £18,000, and 2

recent invoices with an outstanding balance of £85,000 (due to effects of the Covid-19 Pandemic). It was noted that both of these items were being dealt with appropriately.

Following consideration, it was resolved unanimously that the Committee:

- (1) Noted the content of the Infrastructure Funding Statement for publication by 31 December 2020.**

## **26 ANNUAL MONITORING REPORT 2019-2020**

The Committee received an Annual Monitoring Report assessing the performance of adopted planning policies and tracking the progress against the Local Plan Programme.

The Committee received a verbal introduction from the Head of Planning.

The following points were raised by the Committee:

- a) Emerging Local Plan:** Members requested that the 'Health and Wellbeing Strategy' be added to the list of items that the new Epsom & Ewell Local Plan would consider. The Officer agreed that this would be incorporated into the report.
- b) DM12:** Members raised concerns regarding the National Space Standards, including the way in which they do not take into account wheelchair-users. Members noted that as a result of the Covid-19 Pandemic, more people are spending time at home (including to work) and that going forward this must be taken into consideration in planning for adequate amenity space.
- c) Bat and swift boxes:** Members queried a requirement relating to bat boxes and swift boxes be added to conditions for Planning Applications. The Officer acknowledged that this was the case for most planning applications at present and would be looked at during the next review of the Local Plan. .
- d) Affordable housing:** Members spoke about the possibility of the defining requirements for a major development be reduced from 10 or more dwellinghouses to 5 or more dwellinghouses. It was noted that this would be looked at during the next review of the Local Plan.

Following consideration, it was resolved that the Committee:

- (1) Noted the contents of the Annual Monitoring Report.**

*The meeting began at 7.00 pm and ended at 7.35 pm*

COUNCILLOR DAVID REEVE (CHAIR)