

**Minutes of the Meeting of the LICENSING AND PLANNING POLICY COMMITTEE  
held on 18 February 2016**

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**PRESENT -**

Councillor Graham Dudley (Chairman); Councillor David Wood (Vice-Chairman);  
Councillors Michael Arthur (for Items 41 to 44), Tony Axelrod, Rob Geleit, Martin Olney,  
David Reeve, Humphrey Reynolds and Clive Smitheram

Absent: Councillor Tina Mountain

Officers present: Karol Jakubczyk (Planning Policy Manager) and Sandra Dessent  
(Democratic Services Officer)

**41 QUESTION TIME**

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

**42 MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting of the Licensing and Planning Policy Committee held on 10 December 2015 and the Special Meeting of the Licensing and Planning Policy Committee on 19 January 2016 were agreed as a true record and signed by the Chairman.

**43 DECLARATIONS OF INTEREST**

No declarations of interest were made by Councillors in items on this Agenda.

**44 EPSOM TOWN CENTRE OFFICES AT RISK OF CONVERSION TO RESIDENTIAL: CONFIRMATION OF ARTICLE 4 DIRECTIONS**

Following the Secretary of State's decision to extend the permitted development regime relating to a change of use from office to residential, it was proposed to use a series of highly focused Article 4 Directions to protect buildings and sites in Epsom Town Centre that had been assessed as being at risk.

The process included an initial consultation period that provided interested parties with an opportunity to make their views known to the Council. Responses were received for seven of the nineteen Article 4 Directions.

The Committee considered the landowner comments and Officer responses detailed in the New Article 4 (1) Directions Epsom Town Centre – Landowner Comments and Officer Responses report. The Committee also received copies

of a letter received from DLA Piper (on behalf of the new owners of the Job Centre, East Street) containing additional comments objecting to the serving of an Article 4 direction on the Job Centre. The Committee noted and discussed the additional comments alongside Officers' commentary set out in the Committee report, which highlighted the constraints to permitted development changes of use involving A2 (Financial and Professional Services) uses. Three buildings were identified for further consideration, namely; Job Centre, 50 East Street, Glen House, East Street and 69-71 East Street. The Committee were informed that it was not known if the Government would make further changes to the permitted development regime, however any subsequent modifications would be brought to the attention of the Committee and dealt with in accordance with the Council's policies.

The Committee was informed that the Secretary of State had requested and subsequently been provided with further information on the introduction of Article 4 Directions. The Secretary of State had not responded, but Officers agreed to keep the Committee informed on any further developments.

Subject to the amendment of typographical errors in the New Article 4 (1) Directions Epsom Town Centre – Landowner Comments and Officer Responses January 2016 document, the Committee agreed the following recommendations:

- (1) The immediate confirmation of the Article 4 Directions relating to buildings and sites in Class B1 (Office) use.
- (2) To allow the three Article 4 Directions for three specific buildings in Class A2 (Financial and Professional Services), namely Job Centre, East Street; Glen House, East Street and 69-71 East Street to lapse (after a six month period – 28 June 2016).

*Note: Councillor Michael Arthur left the at 21.00 and did not return to the Chamber*

**45 REVISED SUSTAINABLE DESIGN SUPPLEMENTARY PLANNING DOCUMENT - CONSIDERATION OF CONSULTATION RESPONSES AND ADOPTION**

The existing Design Supplementary Planning Document SPD was adopted in 2012 and forms part of the Local Plan. The document provided detailed guidance on the implementation of Core Strategy Policy CS6. A revised version was prepared which took into account changes to national policy, legislation and advances in good practice.

A public consultation on the proposed changes took place and five responses were received. The Committee received a summary of the consultation responses and a revised Supplementary Planning Document, incorporating the recommended changes.

The Committee considered the responses and the revised Supplementary Planning Document and were informed that the document purpose was to

strengthen and support the planning process for developers and householders in identifying opportunities to integrate sustainability into their development.

Accordingly, the Committee agreed to the adoption of the Sustainable Design Supplementary Planning Document.

*The meeting began at 7.45 pm and ended at 9.15 pm*

COUNCILLOR GRAHAM DUDLEY (CHAIRMAN)