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To: **Members of the Planning and Environment
Committee of Staveley Town Council**

22 July 2025

Dear Councillor

You are hereby summoned to attend a meeting of the Planning and Environment Committee to be held at 6.00 pm on Tuesday 29 July 2025 in Committee Room 1 at The Speedwell Rooms.

Members are asked to sign the attendance sheet for the meeting, available in the room.

In the interests of the smooth running of the meeting, queries about any of the items on the agenda are requested to be submitted 2 days prior to the meeting to enable the Clerk to provide a comprehensive response.

Please ensure that confidential papers are kept secure prior to, and not left in the meeting room following, the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sabrina Doherty'.

Sabrina Doherty
Town Clerk and Financial Officer

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting.

Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. The Clerk will record meetings for the purposes of the minutes.

AGENDA

1. Election of Chairman of the Committee

2. Election of Vice-Chairman of the Committee

3. To Note Apologies for Absence

4. To Receive Declarations of Interests

Members are invited to declare disclosable pecuniary interests and other interests in items on the Agenda as required by the Staveley Town Council Code of Conduct for members and by the Localism Act 2011.

5. Public Participation

This provides an opportunity for members of the public to make representations to the Committee in relation to items on the agenda. Time for this item is limited to **15 minutes**.

Councillors will not debate the matters raised and no decisions can be made on any items raised in this session. Comments may be considered under the relevant agenda item or put forward to the next meeting.

6. Terms of Reference

To note the terms of reference of the Committee as set out in the Council's scheme of delegation.

7. Council Delivery Plan Actions – Sustainable Future

To note the actions agreed by Council which are relevant to this Committee.

8. Planning Applications

To consider the Council's response to the following applications (please click the links to view all documents on the planning portal):

	Application ref	Description and site
A	CHE/25/00237/FUL	Richmond House, Fan Road - Erection of one Industrial unit – interior divided into 4 units
B	CHE/25/00398/FUL	Aston Court, Hassop Road, Staveley – Retrospective application for 3 dwellings
C	CHE/25/00294/FUL	Land North Of Markham Vale Environment Centre - Office/warehouse building and service yard with associated infrastructure and landscaping
D	CHE/25/00399/FUL	Hgv Testing Station, Harper Way, Duckmanton - Extension to existing vehicular workshop/reorganisation of existing office accommodation
E	CHE/25/00087/FUL	Land At Garage Site, Rectory Road, Duckmanton - Change of use of land to a storage use, siting of shipping containers and

Committee Members: Cllr C Chambers, J Collins, B Dyke, S Hartley, D Parsons, J Ridgway and P Wilson

		installation of fencing and gating
F	CHE/25/00250/OUT	Land Off Bent Lane – Outline application with all matters reserved except for access for up to 200 dwellings with vehicular access from Bent Lane
G	CHE/24/00800/FUL	Land Northwest of Ireland street, Staveley - Erection of garage block and installation of boundary fencing and gating
H	CHE/25/00490/HOU	76 Laburnum Street, Hollingwood - Second floor rear extension and external wall insulation and render

9. Neighbourhood Plan

To receive an update from the Town Clerk and consider how the Committee would like to proceed and make recommendations to Council as necessary.

10. Climate Change

To consider the Council's approach to Climate Change and make recommendations to Council.

11. Environmental Projects

To receive an update from the Town Clerk on current activities:

- a) Woodthorpe Re-wilding
- b) Woodthorpe Village Green
- c) Butterfly garden at Staveley Hall
- d) Woodland Walk at Staveley Hall

12. Schedule of Meetings 2025-26

To confirm the draft schedule of future meetings as follows:

- 14 October 2025
- 24 February 2026
- 14 April 2026