



# ROYSTON TOWN COUNCIL

Town Clerk: Miss Caroline Mills PSLCC

26<sup>th</sup> November 2024

To all Members of the Planning Committee

Dear Councillor

The next meeting of the Planning Committee will be held in Room 11, Town Hall, Royston, on Monday 2<sup>nd</sup> December 2024, at 7.30pm, and you are summoned to attend. The agenda is set out below.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.roystontowncouncil.gov.uk](http://www.roystontowncouncil.gov.uk).

Please let me know if you are unable to attend.

Yours sincerely

*Caroline Mills*

Town Clerk

## AGENDA

### Climate and Biodiversity Emergency:

Chair to remind Members to be mindful of the climate and biodiversity emergency declared by Royston Town Council when making decisions on behalf of the council.

### PUBLIC PARTICIPATION

Time will be set aside for members of the public to address the Council on items on the agenda. A maximum of 15 minutes is allocated to public participation and any individual member of the public shall have three minutes to deliver their statement. Members of the public should contact the Town Clerk, in advance of the meeting, if they wish to speak.

#### 1. Apologies:

To receive apologies for absence.

#### 2. Declarations of interest and dispensations.

##### 2.1 To receive declarations of interest from councillors on items on the agenda.

Members are reminded that they are required to notify the Chair of any declarations of interest in respect of any business set out in the agenda at the commencement of the relevant item on the agenda.

Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring other declarable interests, which requires they leave the room under the Code of Conduct, can speak on the item, if members of the public are allowed to speak, but must leave the room before the debate and vote.

It is up to a member to determine whether to make a declaration, however, if you should require any assistance, please consult the Town Clerk prior to the meeting.

**2.2** Town Clerk to receive written requests for dispensations for interests.

**2.3** To grant any requests for dispensation as appropriate.

**3. Minutes:**

To approve as a correct record the minutes of the meeting of the Planning Committee held on:

- Monday 4<sup>th</sup> November 2024 (minutes 196/25 to 201/25, copy enclosed)

**4. To consider and formulate a response to the following planning applications:**

- a) 24/02397/FPH      2 Cedar Crescent, Royston, Hertfordshire, SG8 5BP  
Full Permission Householder: Two storey side and single storey rear extension following demolition of existing side extension and link-attached garage and rear sun room. Replace existing front porch flat roof with pitched roof. Installation of external cladding/rendering.
- b) 24/02153/PIP      38 Heathfield, Royston, Hertfordshire, SG8 5BN  
Permission in Principle: Erection of one dwelling including vehicular access onto Heathfield following demolition of existing garage and associated works.
- c) 24/02500/FP      23 High Street, Royston, Hertfordshire, SG8 9AB  
Full Planning Permission: Change of use to form two retail units (class E) and six one-bed and one 2-bed flats including alterations to fenestration.
- d) 24/02501/LBC      23 High Street, Royston, Hertfordshire, SG8 9AB  
Listed Building Consent: Internal and external alterations to facilitate change of use to form two retail units (class E) and six one-bed and one 2-bed flats.
- e) 24/02478/FP      4A Kneesworth Street, Royston, Hertfordshire, SG8 5AA  
Full Planning Permission: Change of use of first floor from use class E to use class C3 for use as two studio apartments to include installation of a front door, entrance corridor and stair connecting to the apartments.

**5. Updated list of planning decisions:**

Members to note the updated list of planning decisions (attached).

Date of next meeting: 6<sup>th</sup> January 2025.