

# City of Durham Parish Council

Room 103, Floor 1  
County Hall  
Durham  
DH1 5UF

Telephone 03000 269921  
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12 November 2018

Dear Planning Committee Member

In accordance with the Local Government Act 1972 I hereby give you notice that a meeting of the **City of Durham Parish Council's Planning Committee** will be held **in Room 2 Alington House, 4 North Bailey, Durham DH1 3ET on Friday 16 November 2018 at 14:00** to transact the following business:

**Please note the new start time.**

1. Welcome and apologies
2. To receive any declarations of interest from members.
3. To receive and approve as a correct record the minutes of the meeting on 2 November 2018.
4. To receive any public participation comments on the following agenda items.
5. Matters arising:
  - a) to approve the following response (for text of letters see parish web site):  
DM/18/03119/FPA | Installation of wood windows: 58 Albert Street DH1 4RJ
  - b) Review of applications previously considered, including  
DM/18/02369/FPA | New County HQ  
DM/18/02710/FPA | Construction of a coach park area: Belmont Park and Ride  
DM/18/03115/FPA | 4 two bedroom flats: 36 The Hallgarth Durham DH1 3BJ
6. Planning applications
  - a) To note the following:  
DM/18/03187/CEU Certificate of existing use to demonstrate the dwelling has been occupied as a C4 house in multiple occupation since before September 2016 to the current time. 13 New Street Durham DH1 4DH  
DM/18/03251/TCA Works to the various trees: 6 Burn Hall Durham DH1 3SR

DM/18/03291/LB Internal and external alterations to facilitate infrastructure and cable route updates (Durham Castle Gatehouse only) Durham University DH1 3RW

DM/18/03328/TCA Work on five trees at Southlands Gillesgate Durham DH1 1QN

DM/18/03339/TCA Pruning of 1 No Oak Tree 4 Buford Court Albert Street DH1 4TL

DM/18/03383/TCA Crown reduce and reshape by 2m (down to previous pruning points) of 1no crab apple tree (T1) 46 Claypath Durham DH1 1QS

DM/18/03417/TPO Felling of 2no. Sycamore Flass Vale Local Nature Reserve

b) To consider making representations on the following:

DM/18/02975/FPA Extension and Conversion of the multi-level decked car park to form 4no. 1-bed apartments and 8no. 2-bed apartments (C3 housing) (Resubmission). William Robson House Claypath Durham DH1 1SA

DM/18/02976/FPA Conversion of the attic roof space to 4no. 1-bed apartments and insertion of 6 no. new windows in the west elevation to create 3no 1-bed apartments. William Robson House Claypath Durham DH1 1SA

DM/18/03148/FPA Temporary change of use of land for installation of marquee Durham University Science Site South Road Durham DH1 3LE

DM/18/03237/FPA Erection of single-storey extension at rear of dwelling. 21 Mavin Street Durham DH1 3AU

DM/18/03301/FPA Change of use from an HMO (Use Class C4) to a 7 bedroom large HMO (sui generis) with single storey rear extension, dormer windows and associated external alterations. 5 May Street Durham DH1 4EN

DM/18/03329/LB Works for proposed conservation repairs of the castle wall within Allington House, 4 North Bailey Durham DH1 3ET

DM/18/03368/FPA Conversion of existing roof void for student accommodation in association with an existing C4 flat in multiple occupation including external roof lights and fenestrations. 1 Metcalfe House North Road Durham DH1 4UE

DM/18/03389/VOC Variation of Condition 2 (Compliance with Approved Drawings) pursuant to DM/17/02337/FPA relating to External Materials of Dormer Windows 1 Peartree Cottages High Wood View Durham DH1 3FL

DM/18/03413/FPA Construction of dormer roof extension to front of existing dwelling dormer window 15 South Crescent Durham DH1 4NF

DM/18/03371/TCA Various works to 17 trees: St Anthonys Priory 74 Claypath Durham DH1 1QT

7. Consideration of the Planning Committee's Terms of Reference, in particular regarding the Neighbourhood Plan and the County Durham Plan.
8. Criteria for inclusion of planning applications on this Committee agenda

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9. Dates of future meetings 30 November in Room 12 Allington House and 14 December in Room 2 Allington House

**And** pursuant to the provisions of the above-named act, **I Hereby Summon You** to attend the said meeting.



Stephen Ragg  
Interim Clerk City of Durham Parish Council  
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## City of Durham Parish Council

### MINUTES of PLANNING COMMITTEE MEETING at 10.00AM ON FRIDAY 2ND NOVEMBER 2018 IN DURHAM TOWN HALL

1. **Welcome and apologies:**

**Present:** Cllrs R Cornwell (Chair), J Ashby, J Elmer, C Reeves.

**Apologies:** Cllr G Holland. Cllrs V Ashfield and L Brown who have been added to membership of the Planning Committee had sent apologies as they cannot attend Friday morning meetings.

2. **Declarations of interest: none.**

3. **The minutes of the meeting on 19th October 2018 were received and agreed as a correct record.**

4. **Public participation comments on the following agenda items: no public in attendance.**

5. **Matters arising:**

(a) The responses to the following applications were approved (for text of letters see parish web site):

**DM/18/02710/FPA** Construction of a coach park area: Belmont Park and Ride: noted that in future draft representations circulated for comment should set a deadline for comments to be sent to Roger, usually of 48 hours.

**DM/18/02797/FPA** Change of use of an existing C4 HMO: 6 Wanless Terrace Durham DH1 1RU.

**DM/18/02924/FPA** Erection of office block etc: Millburngate House Framwelgate Waterside Durham DH1 5TL.

**DM/18/02983/FPA** Erection of a Two-Storey 8 Bedroom Extension: Farnley Tower Hotel The Avenue Durham DH1 4DX.

**DM/18/03042/CPU** Certificate of Lawfulness for a Rear Dormer Window to C4 Dwelling 18 Providence Row Durham DH1 1RS.

**DM/18/02842/TPO** Felling of one tree etc: land between Ferens Close and Wearside Drive Durham DH1 1JX: DCC Arboricultural advice is in line with the Parish submission: a Pull test on tree T1 and manually removing soil from around trees T2 and T3.

(b) Review of applications previously considered:

**DM/18/02369/FPA** New County HQ: noted that the Environment Agency comments have not yet appeared; this is thought to be due to problems with the modelling of flood resilience measures. On Terms of Reference for the legal advisor, Cllr J Ashby will redraft and circulate to the Committee and then Cllr Cornwell to forward to the Interim Clerk/Clerk for circulation to all Parish Councillors. It is hoped that agreement can be reached by email correspondence.

The question of the Parish Council's potential liabilities if a legal action is lost will be put by Cllr J Ashby to the legal advisor. Also he will be asked for the likely fees for expert advice on air pollution and on landscape and visual impact assessment.

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The exceptional volume of public comment on this application was noted, with the hope that significant weight is given by the County Planning Committee Members to this community strength of feeling.

**DM/18/02710/FPA** Construction of a coach park area: Belmont Park and Ride: good press coverage noted.

## **6. Consideration of the following planning applications:**

**DM/18/03152/CEU** Certificate of existing use for a house in multiple occupation for 8 occupants: 53 Hawthorn Terrace Durham DH1 4EQ: Cllr Cornwell informed the Committee that this property had been an HMO since at least 2011. Noted.

**DM/18/03156/FPA** Two storey pitched roof side and rear extension: 19 The Grove North End Durham DH1 4LU: noted

**DM/18/03119/FPA** Installation of wood windows to front: 58 Albert Street Durham DH1 4RJ: commendation to be submitted by Cllr Cornwell.

**DM/18/03115/FPA** 4 two bedroom flats (conversion of existing dwelling at No. 36 into 2 dwellings and approved dwelling in garden altered to form 2 flats): 36 The Hallgarth Durham DH1 3BJ: noted.

**DM/18/03125/FPA** Erection of 2no. bay windows to front incorporating a pitched roof over. Erection of boundary wall to front and application of render to existing dwelling: Russet Grey Elvet Moor Merryoaks Durham DH1 3PR: noted.

**DM/18/03085/LB** Installation of boiler with flue to rear elevation: 214 Gilesgate Durham DH1 1QN: noted.

## **7. Dates of future meetings:**

16 November - new times of 14.00 to 16.00 hrs - Clerk to book room. Agenda items to include (a) consideration of the Planning Committee's Terms of Reference and (b) the two TPO applications that Cllr Elmer wishes to raise.

23 November - 14.00 to 16.00 hrs - room to be booked

There being no further business the meeting ended at 11.40 am.

Signed

Chair of City of Durham Planning Committee

16 November 2018