

# City of Durham Parish Council

5 Alexandra Close  
Ponteland  
Northumberland  
NE20 0BS

Telephone 07704 525630  
Email: adamshan89@hotmail.com

11 March 2019

Dear Planning Committee Member

In accordance with the Local Government Act 1972 I hereby give you notice that a meeting of the **Planning Committee** will be held **in Room 2, Alington House, 4 North Bailey, Durham DH1 3ET** on **Friday 15<sup>th</sup> March 2019 at 15:00** to transact the following business:

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 15 February 2019.
4. Trees and Hedges in the City: discussion with Ged Lawson (Durham County Council)
5. To receive any public participation comments on the following agenda items.
6. Matters arising:  
to approve the following responses (for text of letters see parish web site):  
**DM/18/03785/FPA** | Erection of 4 dwellings | Land To The Rear Of 63 Crossgate Durham DH1 4PR  
**DM/19/00442/FPA** and **DM/19/00443/LB** | Replacement of existing extension and minor internal alterations | 22 Allergate Durham DH1 4ET
7. Oversight of the work of the Neighbourhood Plan Working Party
8. **Planning applications:** To consider making representations on the following:  
**DM/18/03592/FPA** | New shop front and awnings | 20 The Riverwalk Millburngate Durham DH1 4SL  
**DM/18/03593/AD** | Proposed non-illuminated fascia, hanging and window decall signage | 20 The Riverwalk Millburngate Durham DH1 4SL  
**DM/18/03733/LB** and **DM/19/00198/FPA** | Shopfront alteration to provide new entrance door and access to first floor. Window replacement. Internal alterations. | Post Office 33 Silver Street Durham DH1 3RE

**DM/19/00371/FPA** | Change of use from C3 dwelling house to HMO *Sui Generis* (Student Accommodation) | Corner House Potters Bank Durham DH1 3PS (held over from 1 March meeting)

**DM/19/00542/LB** | Brick/Stone/Window Restoration, Re-pointing, Re-Render, Re-roofing, Localised Gutter Replacement and Associated Works 8 And 8A South Bailey Durham DH1 3EE

**DM/19/00564/FPA** | Change of use from C3 dwelling to C4 house in multiple occupation and two storey rear extension | 18 Boyd Street Durham DH1 3DP

**DM/19/00581/LB** | 1no metal plaque and 1no non-illuminated hoarding sign | North Platform Railway Station Station Approach Durham DH1 4RB

**DM/19/00583/FPA** | Change of use from home C3 to student accommodation C4 | 55 Hastings Avenue Durham DH1 3QG

**DM/19/00593/FPA** | Part demolition of existing two storey rear extension, two storey rear extension, extension sun room., attic conversion, part conversion of existing garage and additional car parking space to front | 14 The Grove North End Durham DH1 4LU

**DM/19/00635/FPA** | Erection of first floor extension above existing kitchen to rear of dwelling | 6 Rhodes Terrace Nevilles Cross Durham DH1 4JW

**DM/19/00639/LB** | Internal and external alterations to facilitate infrastructure and cable route updates (amendment to DM/18/02737/LB) | Durham University University College Durham Castle Palace Green Durham DH1 3RW

**DM/19/00643/AD** | Printed vinyl advertisement on external glass of this empty unit | Marks And Spencer 4 - 6 Silver Street Durham DH1 3RB

**DM/19/00649/FPA** | Change of use from a C4 house in multiple occupation to a 7 bedroom HIMO with a wrap round single and 2 storey and external alterations | 51 Whinney Hill Durham DH1 3BD

**DM/19/00650/FPA** | Two storey side extension, single storey front and rear extension and replacement rear storage building | 30 Toll House Road Crossgate Moor Durham DH1 4HU

**DM/19/00672/FPA** | Demountable Building | East Durham And Houghall Community College Houghall Durham DH1 3SG

**DM/19/00701/FPA** | New Entrance Lobby with Reception and Waiting Area | Durham High School For Girls South Road Durham DH1 3TB

**DM/19/00706/AD** | 2No Non-Illuminated Fascia Signs and 6No Window Vinyls | 46B High Street Durham DH1 3UL

**DM/19/00719/FPA** | Erection of extension to side of dwelling | 2 St Nicholas Drive Durham DH1 4HH

9. **Appeal for DM/18/03418/FPA:** to consider the rebuttal letter drafted by Cllr Cornwell re this appeal for 24 Mistletoe Street Durham DH1 4EP
10. **Pre-Submission Draft of the County Durham Plan:** to report the submission of the Parish representations.
11. **Proposed new County HQ on the Sands** (planning reference DM/18/02369/FPA): to consider developments.
12. **Dates of future meetings**  
29 March 2019 - 14.00 to 16.00 hrs – Alington House  
12 April 2019 - 14.00 to 16.00 hrs – *[fill in venue]*

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

Adam Shanley  
Clerk City of Durham Parish Council  
Tel 07704 525630

Email : [adamshan89@hotmail.com](mailto:adamshan89@hotmail.com)

<http://cityofdurham-pc.gov.uk/>

# City of Durham Parish Council

**Minutes of Planning Committee meeting held at 14:00 pm on Friday 1<sup>st</sup> March 2019 in Room 2 Alington House, 4 North Bailey, Durham DH1 3ET**

## **1. Welcome and apologies:**

Present: Cllrs R Cornwell (Chair), J Ashby, V Ashfield, J Elmer, G Holland and C Reeves.  
Also present: Cllr A Doig and Parish Clerk Adam Shanley  
Apologies: Cllr L Brown

**2. Declarations of interest:** Cllr A Doig advised that he attended the meeting today to discuss Neville's Cross applications in his role as Secretary of the Neville's Cross Community Association.

**3. Minutes of the Meeting on 15<sup>th</sup> February 2019:** agreed as a correct record.

**4. Public participation** – Cllr Alan Doig advised that he would be happy to save his participation until the item came under discussion according to the Agenda order.

## **5. Matters arising**

Councillors were asked to approve the following responses (for text of letters see parish web site):

**DM/19/00246/FPA** – It was agreed that this application should just be noted by Members.

**DM/19/00324/AD** – Cllr J Ashby advised that he had circulated a response to this application and the Clerk confirmed that this had been submitted to DCC accordingly and was on the Parish Council website. Cllr J Ashby advised that this would be going to the Central/East Area Planning Committee and that he would represent the Parish Council on this application. The Clerk would confirm the date of this Committee meeting.

Cllr G Holland also asked that the Committee be updated with the outcomes of applications so that the Committee is able to ascertain if their representations are reflected in the outcomes. The Clerk agreed to contact the Head of Planning to see if this may be possible.

## **6. Oversight of the work of the Neighbourhood Plan Working Party**

Cllr R Cornwell advised that he and Cllr J Ashby had attended the Neighbourhood Plan Working Party which had a productive meeting with representatives of the County Planning Department; the extension of the Neighbourhood Plan area so as to be the same as the Parish Council area has been agreed, and the consultation on the Draft Neighbourhood Plan would take place most likely around May or June time this year.

## **7. Consideration of the following planning applications**

**DM/18/03785/FPA** | Erection of 4 dwellings | Land To The Rear Of 63 Crossgate Durham DH1 4PR. Councillors felt that this application ought to be referred to the

Central/East Area County Planning Committee for a decision. Some concern was expressed about the 4 dwellings becoming C4s i.e. student HMOs. The Committee felt that these dwellings ought to be C3s and ought to be restricted to affordable housing. Cllr R Cornwell advised that there was a policy against such back-land development. The Committee also felt that any granting of this application ought to have a Section 106 condition applied. Cllr J Elmer advised that the project by the Parish Council Environment Committee to remove chewing gum from North Road would be a worthwhile project for this to fund. Cllr G Holland agreed to draft a response to the application. The Clerk also agreed to contact Cllr L Brown to request that the application be called to the Central/East Area County Planning Committee.

**DM/19/00284/FPA** | New dwelling with associated works to house 3 bed C4 house in multiple occupation | Metcalfe House North Road Durham DH1 4UE (held over from 15 February meeting). It was **agreed** that the application should be noted.

**DM/19/00361/FPA** | Erection of single-storey extension to side and rear of dwelling. | 8 St Bedes Close Crossgate Moor Durham DH1 4AB. It was **agreed** that the application should be noted.

**DM/19/00371/FPA** | Change of use from C3 dwelling house to HMO Sui Generis (Student Accommodation) | Corner House Potters Bank Durham DH1 3PS. It was **agreed** to defer a decision on this until further information could be received as to the number of student HMOs in the area. Cllr J Ashby offered to find this out and report back to the next Parish Council Planning Committee meeting.

**DM/19/00389/RM** S.73 application to vary condition no.2 of planning approval. It was **agreed** that the application should be noted.

**DM/18/01115/FPA** to allow design changes | Fram Well House Diamond Terrace Durham DH1 5SU. It was **agreed** that the application should be noted.

**DM/19/00416/FPA** | Change of use of ancillary one bedroomed carer's suite to residential flat | Rokeby Villa 1 Percy Terrace Durham DH1 4DY. It was **agreed** that the application should be noted, though Cllr A Doig did report that the Neville's Cross Community Association would be objecting to this application.

**DM/19/00442/FPA** and **DM/19/00443/LB** | Replacement of existing extension and minor internal alterations | 22 Allergate Durham DH1 4ET. Cllr R Cornwell advised that he would look into this application further and draft a response to be approved at the next Parish Council planning committee.

**DM/19/00446/LB** | Replace lighting LED lighting in various locations, replace entrance doors with powered opening and access control doors, repair the leaded light windows and repair the floor of the Norman Chapel | Durham Castle Palace Green Durham DH1 3RL. It was **agreed** that the application should be noted.

**DM/19/00447/FPA** | Change of use from small HMO (use class C4) to large HMO (use class sui generis) including installation of window to front elevation. Alterations to internal first floor walls to add new shower room and bedroom, along with combined kitchen/lounge/dining and new external rear window. Existing 6 bedroom to proposed

7 bedroom | 34 Highgate Durham DH1 4GA. It was **agreed** that the application should be noted.

**DM/19/00453/CPO** | Certificate of Lawfulness for Proposed Development: Internal Alterations to C4 Dwelling | 16 Mowbray Street Durham DH1 4BH. It was **agreed** that the application should be noted.

**DM/19/00472/AD** | 1No Internally Illuminated Fascia Sign, 1 No Externally Illuminated Hanging Sign and 2No Digital Screens Durham University Assembly Rooms 40 North Bailey Durham DH1 3ET. It was **agreed** that the application should be noted.

**DM/19/00501/FPA** | Installation of footpath bollard lighting to the pathway between Bede Chapel and Caedmon Building Kitchen, at the College of St Hild and St Bede | Thorpe House Hall Of Residence St Hild And Bede College Pelaw Leazes Lane Durham DH1 1SZ. It was **agreed** that the application should be noted.

**DM/19/00523/FPA** | Proposed single storey extension to rear 19 St Nicholas Drive Durham DH1 4HH. It was **agreed** that the application should be noted.

**DM/19/00542/LB** | Brick/Stone/Window Restoration, re-pointing, re-render, re-roofing, Localised Gutter Replacement and Associated Works 8 And 8A South Bailey Durham DH1 3EE. It was **agreed** that the application should be noted.

**DM/19/00544/LB** | Fenestration, ironwork, stonework and brickwork restoration, repointing, re-roofing, re-render, localised gutter replacement and associated works | St Cuthberts Society 12 South Bailey Durham DH1 3EE. It was **agreed** that the application should be noted.

**DM/19/00545/LB** | Brick/Stone/Window Restoration, Re-pointing, Reroofing, Localised Gutter Replacement and Associated Works 13 South Bailey Durham DH1 3EE. It was **agreed** that the application should be noted.

**DM/19/00546/LB** | Brick/Stone/Window Restoration, Re-pointing, Reroofing, Localised Gutter Replacement and Associated Works 26 North Bailey Durham DH1 3EW. It was **agreed** that the application should be noted.

**DM/19/00547/LB** | Brick/Stone/Window Restoration, Re-pointing, Reroofing, Localised Gutter Replacement and Associated Works 27 North Bailey Durham DH1 3EW. It was **agreed** that the application should be noted.

#### **8. Notification of Appeal for DM/18/03418/FPA**

Cllr R Cornwell reported that the deadline for the appeal was the 22<sup>nd</sup> March and that he would draft a rebuttal letter on this and report this back to the next Parish Council Planning Committee.

#### **9. Pre-Submission Draft of the County Durham Plan**

Cllr R Cornwell reported that the Parish Council's response to the Pre-Submission Draft of the County Durham Local Plan had been approved unanimously by Full Council and thanked Cllr J Ashby for his work on this response.

Cllr J Ashby advised that he had received a final representation from Cllr G Holland

over importance of the use of the words "Not Sound" in our objections the Pre-Submission Draft but other than this, the responses were ready to be submitted. It was agreed that the shared Parish Council Planning Committee e-mail account ought to be used to submit the response and that the Clerk's address be used as an interim address given the delay in the Parish Council acquiring an office space as yet. The Committee thanked Cllr J Ashby for his work and Cllr J Ashby advised that he would be sending the final responses to the Clerk for sending off.

#### **10. Proposed new County HQ on the Sands.**

The Clerk reported that he had received a response from the County Council Solicitor to the rebuttal letter and the report from Vectos transport planning specialists to state that the County Council would not engage in further correspondence but that all matters in the letter would be discussed at the 5th March County Planning Committee where the proposed new HQ would be discussed.

The Chair reminded everyone that the new HQ application would be coming to Committee on 5<sup>th</sup> March and that Cllr E Scott (Chair of Parish Council) would be representing the Parish Council in making the representation against the proposals. Cllr G Holland advised that anyone attending the meeting to make a representation must do so on policy alone rather than on their personal or emotional feeling towards the plan as the latter would not sway Committee Members either way.

Cllr R Cornwell also reminded Members that the County Council had recently amended their Standing Orders so that any County Councillors not present for any part of the debate may not be able to vote on the application.

#### **11. Dates of future meetings.**

Cllr R Cornwell reported that the next meeting would take place on 15<sup>th</sup> March and it was agreed that this should start at the slightly later time of 15.00 hrs, as some Members may wish to attend the funeral of Cliff Ludman, the former secretary of the local Ramblers, who had been very active over two decades in protecting local rights of way. The next meeting thereafter would be on 29 March, starting at 14.00 as usual again.

The Clerk reported that both would need to be at Alington House again owing to the delay in acquiring an office for the Parish Council.

Cllr C Reeves offered her apologies for the meeting of the 15<sup>th</sup> March.

There being no further business, the Chair closed the meeting.

Signed,

Roger Cornwell

Chair of Planning Committee