

City of Durham Parish Council

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12 August 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 **Office 2, Clayport Library Building at 14:00 on Friday 16 August 2019** 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 19 July 2019.**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Proposed new County HQ on the Sands (planning reference DM/18/02369/FPA):**
 - a. Closure of the car and coach parks on The Sands
 - b. De-registration of the Common land at The Sands.
 - c. Any other relevant developments
- 6. Matters arising:**
 - a. to approve the following responses (for text of letters see Parish web site):
 - DM/19/01418/FPA** | The change of use of a six-bedroom dwelling (Class C3) to a small House in Multiple Occupation (Class C4) or a six-bed dwelling (C3) | 24 Nevilledale Terrace Durham DH1 4QG
 - DM/19/02144/FPA** | Erection of part 2 storey, part single storey to rear of existing C4 House in Multiple Occupation. | 7 Mavin Street Durham DH1 3AU
 - DM/19/02184/LB** | Masonry Restoration | Railway Station Station Approach Durham DH1 4RB
 - b. Update on meeting with Stephen Reed to discuss potential SLA with DCC for a planning enforcement officer for the Parish Council.
- 7. Progressing the HMO investigation (verbal update from Chair).**
 - a. Correspondence from Bill Free Homes
 - b. Progressing phase 2 of HMO investigation – SLA with Durham University.
- 8. Oversight of the work of the Neighbourhood Plan Working Party**

- a. Correspondence with the County Council
- b. Progress report

9. County Durham Plan

- a. To approve the schedule of appearances submitted to the Programme Officer
- b. Preparations for the Examination in Public

10. Planning applications: To consider making representations on the following (the date in parenthesis is the deadline to call the application to committee):

DM/19/01749/AD and **DM/19/02372/LB** | To erect external hanging swing sign at first floor level on front elevation | 6 Old Elvet Durham DH1 3HL (22 August for DM/19/02372/LB)

DM/19/01810/FPA | Part two storey rear extension and part single storey rear extension, raising of ridge height and loft conversion, increasing from 4 to 6 bedrooms. | 22 Blaidwood Drive Durham DH1 3TD (held over from previous meeting) (24 July)

DM/19/02048/FPA | Retention of fence surrounding beer garden to rear. | The City 84 New Elvet Durham DH1 3AQ (29 August)

DM/19/02153/FPA | Replacement of iron railing of two storey balcony to front with 1.1m glazed balustrade | Rokeby Villa 1 Percy Terrace Durham DH1 4DY (22 August)

DM/19/02157/FPA | Internal refurbishment of MRI department, installation of external mechanical plant including air handling unit, air conditioning unit, heat pumps and erection of external support platform. | University Hospital Of North Durham North Road Durham DH1 5TW (22 August)

DM/19/02199/FPA and **DM/19/02200/LB** | Erection of part two storey, part single storey extension to rear to form 1no. self-contained 5-bed house in multiple occupation (C4) to 1st and 2nd Floor and additional retail office, storage and welfare facilities to ground floor. | 21 Market Place Durham DH1 3NJ (held over from previous meeting pending provision of Design & Access Statement) (15 August)

DM/19/02244/LB | Repair and reinstate historic pump. Listed Building Consent was granted to dismantle the pump under application DM/14/00739/LB | College Green The College Durham (15 August)

DM/19/02253/LB | Listed Building Consent for replacement of 2 no. cast iron soil pipes to south elevation | 7 The College Durham DH1 3EQ (5 September)

DM/19/02255/FPA | Single storey rear extension and dormer window to side roofslope | 8 Whitesmocks Avenue Durham DH1 4HP (16 August)

DM/19/02258/FPA | Two storey extension and single storey extension with balcony above and detached carport to front, single storey extensions to side and rear, and alterations to ground levels including retaining walls, boundary fencing and entrance steps. | 51 Wearside Drive Durham DH1 1LE (22 August)

DM/19/02276/FPA | Erection of two storey and single storey extensions to front | 6 Valeside Durham DH1 4RF (22 August)

DM/19/02285/FPA | Installation of a solid ashlar stone bollard and extended stone paving at the front entrance. | Learning Resource Centre Site Of Former 17 South Bailey Durham DH1 3EE (29 August)

DM/19/02287/FPA | Part single part two storey rear extension | 3 Rhodes

Terrace Nevilles Cross Durham DH1 4JW (8 August)

DM/19/02292/LB | To fit a door and frame to the archway at the back of the tinderbox coffee shop. | Hotel Indigo Durham Old Shire Hall 9 Old Elvet Durham DH1 3HP (5 September)

DM/19/02307/FPA | Basement conversion and small in-fill extension to porch (Re-submission DM/18/01670/FPA) | 3 Moor Edge Crossgate Moor Durham DH1 4HT (12 August)

DM/19/02325/RM | Application for reserved matters relating to appearance, landscaping, layout and scale for 6 dwellings (Plots 30-35, part of Phase 4 for 54 dwellings in total) pursuant to planning permission DM/15/03555/VOC. | Mount Oswald South Road Durham DH1 3TQ (29 August)

DM/19/02375/ PNT | Prior notification for the installation of a 17.5m high HEL Phase 5 streetworks tower on D9-4 root foundation and associated works. | Land At Darlington Road Durham DH1 4PE (27 August)

DM/19/02426/LB | To replace the door frame and 3 windows within the front elevation | 68 Gilesgate Durham DH1 1HY (5 September)

DM/19/02440/FPA | Change of use from office building (B1 and A2) to Large House in Multiple Occupation (Sui-Generis) with shared facilities. | 4 Old Elvet Durham DH1 3HL (28 August)

DM/19/02451/LB | Listed Building Consent for the demolition of rear chimney and re-construct to a lower height | Hall Of Residence St Cuthberts Society 8 - 9 South Bailey Durham DH1 3EE (5 September)

DM/19/02471/LB | Re-Laying Slate Roof, Repair and Re-Pointing of External Stone Walls. Internal Works include Repairing of Water Damaged Plaster, Stabilising a Spiral Stair (Re-Submission DM/19/01023/LB) | Bishop Cosins Library Palace Green Library Palace Green Durham DH1 3RN (29 August)

DM/19/02472/LB | Pointing and Repair to Parapet Roof and 6No Windows (Re-submission DM/19/01032/LB) | Exchequer Building Palace Green Library Palace Green Durham DH1 3RN (5 September)

DM/19/02473/LB | Re-application of Waterproofing System to Flat Roof and Internal Plaster Repairs (Re-submission DM/19/01035/LB) | Durham University Palace Green Library Palace Green Durham DH1 3RN (5 September)

DM/19/02487/AD | To replace existing paper advertising unit with double sided digital advertising unit forming an integral part to a bus shelter | Bus Stop Newcastle Road Crossgate Moor DH1 4HX (28 August)

DM/19/02537/FPA | Single storey rear extension and a total of four dormer windows; two to rear and two to front roofslope | 9 Crossgate Peth Durham DH1 4PZ (5 September)

11. Request to purchase land adjacent 80-90 Claypath (report included).

12. Dates of future meetings

30 August 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

13 September 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

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

Adam Shanley

Clerk to the City of Durham Parish Council

City of Durham Parish Council

Minutes of Planning Committee meeting held at 14:00 pm on Friday 19th July 2019 in Office 2, Clayport library building, 8 Millennium Pl, DH1 1WA.

Present: Cllr R Cornwell (in the Chair), Cllr L Brown and Cllr V Ashfield.

Also present: Parish Clerk Adam Shanley and 1 member of the public.

1. Welcome and apologies

Apologies were received from Cllrs J Ashby, J Elmer, G Holland and C Reeves

2. To receive any declarations of interest from members.

None received

3. To receive and approve as a correct record the minutes of the meeting on 5 July 2019.

The Minutes of the meeting held on 5th July were accepted as a true and accurate record of proceedings.

4. To receive any public participation comments on the following agenda items.

Mr Doug Scott advised that he was in attendance to discuss planning application DM/19/01418/FPA.

5. Proposed new County HQ on the Sands (planning reference DM/18/02369/FPA):

- a. Response to Freedom of Information Request FOI20198365AS
- b. Ecologist's report re otters
- c. De-registration of the Common land at The Sands.
- d. Any other relevant developments

6. Planning Budget 2019/20

The Clerk reported that, following the decision at the Full Council meeting in June, whereupon Councillors resolved not to seek a renewal apply for a judicial review into the County Council's proposed new HQ site on the Sands, there is a need to reconsider the Planning Committee budget for the present financial year. The Clerk advised that, at present, once the County Council's fee and the remainder of the costs for Richard Buxton are paid, the Parish Council will have in excess of £45,000 left over in the planning budget.

Members **agreed** that £10,000 ought to be allocated towards the priority of the planning committee relating to the County Council Headquarters at the Sands.

Members also **agreed** that match funding hopefully alongside the four County Councillors on the Parish Council could be put towards entering into a Service Level Agreement with the County Council for a dedicated Planning Enforcement Officer. Members agreed that £4,000-£5,000 from the Parish Council could be put towards this.

The remainder of this fund could go towards the priorities of the Environment Committee and the Business Committee.

7. Matters arising:

- a. **to approve the following responses (for text of letters see Parish web site):**

DM/19/01893/TPO | Various tree works Land At North End Durham DH1 4LU. The response to this application was **approved** by the Committee.

DM/19/01906/AD | Flat panel internally illuminated shopfront signs, 1 no projecting sign, 2 internally fixed non illuminated signs and SAV applied internally to existing windows | 16 High Street Durham DH1 3UJ

DM/19/01912/FPA | Erection of a first floor extension to create two storey dwelling and first floor external roof terrace etc | The Bungalow Quarry House Lane Crossgate Moor Durham DH1 4JA. The response to this application was **approved** by the Committee.

DM/19/01935/FPA and **DM/19/01936/LB** | Conversion of building to permit ground floor Drinking Establishment (A4) and 7no. bed house in multiple occupation (Sui-Generis) including various external alterations | 34 - 35 Saddler Street Durham DH1 3NU. The response to this application was **approved** by the Committee.

- b. **Report on meeting re DM/19/01308/FPA | Change of use and subdivision of 1no A2 unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit| 30 High Street Durham DH1 3UL.**

The Chair advised that he and Cllrs J and E Ashby had met with the agent acting on behalf of the applicant of this planning application. The Chair reported that they had been satisfied of the outcome of the meeting and the points raised in the original application response by the Parish Council. The Chair advised that he would be drafting a letter requesting that they be made a condition of the application being granted and, if so, the Committee would remove its objection. This was **agreed** by the Committee. The Chair also reported that the proposed distillery on Riverside would not be happening. Cllr L Brown as Chair of the Parish Council Licensing Committee advised that she would look into the Riverside premises license.

8. Oversight of the work of the Neighbourhood Plan Working Party

The Chair advised that the responses to the Regulation 14 consultation were being collated and considered by the Working Party.

The Clerk asked whether a letter had been submitted to DCC in response to their representation to the draft Plan. The Chair reported that Cllr J Ashby would be drafting this.

The Clerk also requested that the Chair of the Planning Committee ask about the budgetary requirements needed going forward for the delivery of the Neighbourhood Plan.

9. Planning applications: To consider making representations on the following:

DM/19/01229/FPA and **DM/19/01423/LB** | Single storey extension to west elevation, internal alterations, replacement of roof covering and guttering | Old Granary Crook Hall Sidegate Durham DH1 5SZ. It was **agreed** to note this application.

DM/19/01418/FPA | The change of use of a six-bedroom dwelling (Class C3) to a small House in Multiple Occupation (Class C4) or a six-bed dwelling (C3) | 24 Nevilledale Terrace Durham DH1 4QG. Mr Doug Scott (member of the public) attended the meeting to discuss this application. He advised that he and other neighbours would be objecting to this application. This property has been used as a C4 in the past and had also been the subject of legal action. The Committee considered this application and it was **agreed** to object to this application. Cllr L Brown **agreed** to draft the letter of objection.

Mr Doug Scott left the meeting at this stage.

DM/19/01810/FPA | Part two storey rear extension and part single storey rear extension, raising of ridge height and loft conversion, increasing from 4 to 6 bedrooms. | 22 Blaidwood Drive Durham DH1 3TD. It was **agreed** to defer consideration of this application until the next Planning Committee meeting.

DM/19/01947/AD | Retention of vinyl images applied to outside surface of front and side windows | 81 New Elvet Durham DH1 3AQ. It was **agreed** to note this application.

DM/19/01977/AD | Illuminated and non-illuminated fascia, hanging and menu board signage | Unit R09 The Riverwalk Millburngate Durham DH1 4SL. It was **agreed** to note this application.

DM/19/02062/VOC | Variation of condition 2 pursuant to DM/19/00371/FPA Minor amendment to approved plans. Adding first floor window to Kitchen/Lounge/Dining for improved lighting | Corner House Potters Bank Durham DH1 3PS. It was **agreed** to note this application.

DM/19/02077/AD | Erection of 11 illuminated advertisements and 2 non-illuminated advertisements | Millburngate House Framwelgate Waterside Durham DH1 5TL. It was **agreed** to note this application.

DM/19/02144/FPA | Erection of part 2 storey, part single storey to rear of existing C4 House in Multiple Occupation. | 7 Mavin Street Durham DH1 3AU. It was **agreed** to object to this application. The Chair advised that he would be asking Cllr J Ashby to draft the letter of objection on this one on behalf of the Parish Council.

DM/19/02176/FPA | Erection of 1no. two storey 2-bed dwelling with associated parking (hardstanding) and access, and demolition of existing garage. | Valley House Nevilles Cross Bank Durham DH1 4JN. It was **agreed** to note this application.

DM/19/02184/LB | Masonry Restoration | Railway Station Station Approach Durham DH1 4RB. It was **agreed** to send a letter of commendation on this planning application. Cllr L Brown **agreed** to draft the letter of commendation.

DM/19/02199/FPA and **DM/19/02200/LB** | Erection of part two storey, part single storey extension to rear to form 1no. self-contained 5-bed house in multiple occupation (C4) to 1st and 2nd Floor and additional retail office, storage and welfare facilities to ground floor. | 21 Market Place Durham DH1 3NJ. It was **agreed** to defer consideration of this planning application until the design and access statement is provided. The Clerk **agreed** to request this from the planning department at the County Council.

DM/19/02214/PNC | Prior Approval - Change of use of B1 office to C3 residential (3 x 1-bedroom studios). | Part Second Floor Bridge House North Road Durham DH1 4PW. It was **agreed** to note this application.

10. Continuing display of pub sign at the Revolution Bar, North Road, Durham DH1 4PW, consent for which was refused on 31 January 2019 (ref DM/18/03618/AD). It was agreed that a letter be submitted to enforcement at the County Council requesting the removal of this sign. Cllr R Cornwell agreed to draft this letter.

11. Regulation 7 Direction on Lettings Boards: report on progress, or lack of it.

It was agreed to draft a letter to Neil Carter, Solicitor at Durham County Council over the continued display of lettings boards in the Conservation Area in Durham despite the Regulation 7 Direction. Cllr R Cornwell agreed to draft the letter on this.

12. Dates of future meetings

2 August 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

16 August 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

There being no further business, the Chair thanked Members for their attendance and closed the meeting.

Signed,

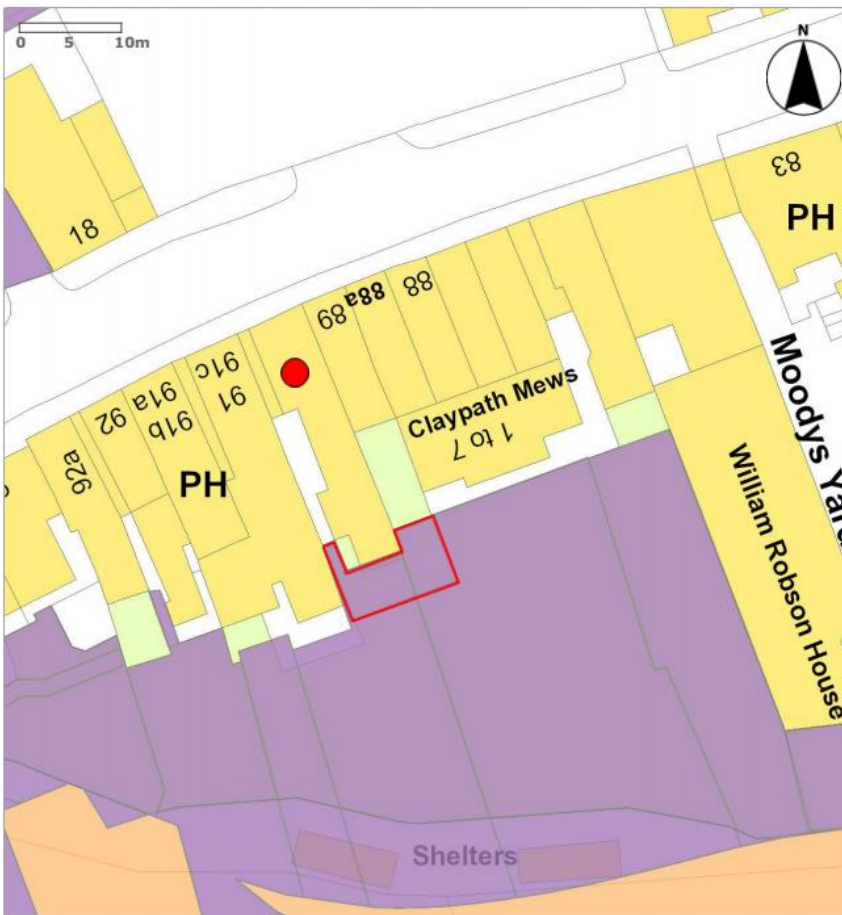
Chair of the City of Durham Parish Council Planning Committee

ITEM 11: REQUEST TO PURCHASE LAND ADJACENT 80-90 CLAYPATH

Councillors are advised that a request has been received by Durham County Council to purchase land adjacent 80-90 Claypath, Durham edged red on the plans below. The land is to be used to create amenity space and bin storage.

The County Council has advised that unless the Parish Council consider there to be overriding operational reasons for the land to be retained, they will be arranging for a report to be submitted for delegated approval recommending that the land be sold on terms to be agreed.

Should the Parish Council have any comments or objections to selling the land in question, then these need to be submitted by Thursday 5th September 2019.



DECISION REQUIRED

Councillors are asked to consider the request to purchase the plot of land as set out in the above report and decide on a response to this request, which will then be communicated via the Clerk to the County Council.