

City of Durham Parish Council

Room 103, Floor 1
County Hall
Durham
DH1 5UF

Telephone 03000 269921
Email: cdalc@durham.gov.uk

26 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 12, Alington House, 4 North Bailey, Durham DH1 3ET on Friday 30 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 16 November 2018.
4. To receive any public participation comments on the following agenda items.
5. Matters arising:
 - a. to approve the following responses (for text of letters see parish web site):
DM/18/03115/FPA 4 two bedroom flats: 36 The Hallgarth Durham DH1 3BJ
DM/18/02975/FPA and DM/18/02976/FPA Apartments at William Robson House Claypath Durham DH1 1SA
DM/18/03237/FPA Single-storey extension at rear of 21 Mavin Street DH1 3AU
DM/18/03301/FPA Change of use from an HMO (C4) to a large HMO (sui generis) with various works: 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/18/03371/TCA Various tree works: St Anthony' s Priory 74 Claypath DH1 1QT

b. Review of applications previously considered, including

DM/18/02734/FPA | Conversion into a flat for an HMO C4 including external alterations to form a door: Moon Jewellery 12 Silver Street Durham DH1 3RB

6. New County HQ, to include

a. Developments and possible further comments on planning applications DM/18/02369/FPA (the HQ building) and DM/18/02710/FPA (the new coach park)

b. Updates from, and further communications with, our solicitors

c. Encouraging further submissions from other interested parties

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

8. Planning applications

a. To note the following:

DM/18/03398/AD | 4no illuminated fascia signs and 1 illuminated projecting sign 10 The Riverwalk Millburngate Durham DH1 4SL

DM/18/03578/TPO | Felling and removal of 1no. Spruce Tree (T1) Wear View House 3 Wear View Durham DH1 1LW

b. To consider making representations on the following:

DM/18/02897/AD | Advertisement consent for temporary advertisement hoarding (Retrospective): Land Between Christchurch And 18 Claypath Durham DH1 1RH

DM/18/02988/FPA | Change of use of public open space to beer garden with parasol and metal barriers: Ebony Unit 8 Freemans Place Durham DH1 1SQ

DM/18/03190/LB | Insertion of commemorative brass miners' tokens into the underside of wooden seats within the Miners' Parliament: Durham Miners Association Miners Hall Flass Street Durham DH1 4BE

DM/18/03366/FPA | 2 story extension at rear of C4 property, including internal alterations: 8 The Hallgarth Durham DH1 3BJ

DM/18/03420/FPA | Internal Alterations and Addition of 2No Gable Windows Makepeace Cottage 45C Claypath Durham DH1 1QS

DM/18/03437/FPA | Reconfiguration to enlarge 4 bedroom HMO to 6 beds 22 Sutton Street Durham DH1 4BW

DM/18/03545/FPA | Change of use from dwelling (use class C3) to small HMO (use class C4): Candria 8 Palatine View Durham DH1 4QQ

9. Dates of future meeting 14:00 on 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.

A handwritten signature in black ink, appearing to read 'S. Ragg'.

Stephen Ragg
Interim Clerk City of Durham Parish Council
Tel 03000 269921

Email cdalc@durham.gov.uk

<http://cityofdurham.parish.durham.gov.uk/>

City of Durham Parish Council

MINUTES OF PLANNING COMMITTEE HELD AT 14.00 ON FRIDAY 16TH NOVEMBER 2018 in ROOM 2 ALINGTON HOUSE 4 NORTH BAILEY DURHAM DH1 3ET.

1. Welcome and apologies:

Present: Cllrs R Cornwell (Chair), J Ashby, V Ashfield, L Brown, J Elmer, C Reeves.
Apologies: Cllr G Holland.

2. Declarations of interest: Cllr J Ashby declared a non-pecuniary interest in planning application DM/18/03371/TCA for tree works at St Antony's Priory as an immediate neighbour affected by the trees.

3. The minutes of the meeting on 2nd November 2018 were received and agreed as a correct record.

4. Public participation comments on the following agenda items: Mr Clive Beddoes was in attendance for the item regarding the proposed coach park at Belmont. He was invited to make his comments when that item was reached.

5. Matters arising:

(a) The responses to the following application was approved (for text of letter see parish web site):

DM/18/03119/FPA Installation of wood windows: 58 Albert Street DH1 4RJ

(b) Review of applications previously considered:

DM/18/02369/FPA New County HQ: noted that there are now 615 objections on the Planning Portal and that any comments from the Environment Agency have still not yet appeared. Cllr Ashfield outlined the contents of her second submission made in a personal capacity.

DM/18/02710/FPA Construction of a coach park area, Belmont Park and Ride: Mr Beddoes expressed the Durham Pointers' concerns about the logistics of the proposed coach park putting at risk the willingness of coach drivers and their firms to stop at Durham. He gave figures for the numbers of coaches that Pointers meet and greet; he will provide contact details to the Chair. It was agreed that the Planning Committee would make a further submission highlighting such concerns; Cllr J Ashby to draft. Cllr L Brown will seek via her colleagues for this application to be called to Committee.

DM/18/03115/FPA 4 two bedroom flats: 36 The Hallgarth Durham DH1 3BJ: noted at the previous meeting but now clear that it is for occupation by students and is a PBSA. Cllr R Cornwell will draft an objection.

(c) The final matter arising was the Terms of Reference for the legal advisor on the new DCC HQ: Cllr J Ashby had redrafted the T o R and these were circulated to the Committee and then on 6 November by the Interim Clerk to all Parish Councillors. It was hoped that agreement would be reached speedily by email correspondence, but it appears that no further action has occurred. Cllr J Ashby will raise with the Interim Clerk (copy to Cllr R Cornwell).

6. Consideration of the following planning applications:

(a) The following were listed for noting and were duly noted:

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 Gilesgate 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) The following were listed for considering representations being made:

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: residential use welcomed but concerns whether for students, provision for disabled access, arrangements about wheelie bins. Cllr J Ashby to draft a representation.

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: as above.

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

DM/18/03237/FPA Erection of single-storey extension at rear of dwelling. 21 Mavin Street Durham DH1 3AU: Cllr R Cornwell will enquire whether minimum size standards are met and query the absence of the necessary Planning Statement. Subsequent to the meeting it was appreciated the proposal breached the provisions of the County Council's Interim Policy on Student accommodation, in that it is an extension to an existing HMO that

creates extra bed spaces in a location where well over 10% of properties within a 100 metre radius are HMOs. Cllr R Cornwell will include this in the objection.

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: Cllr L Brown will send a draft representation to Cllr R Cornwell.

DM/18/03329/LB Works for proposed conservation repairs of the castle wall within Allington House, 4 North Bailey Durham DH1 3ET: Cllr R Cornwell will write a letter of support.

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: Subsequent to the meeting it was appreciated the proposal breached the provisions of the County Council's Interim Policy on Student accommodation, in that it is an extension to an existing HMO that creates extra bed spaces in a location where well over 10% of properties within a 100 metre radius are HMOs. Cllr R Cornwell will make an objection on this basis.

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: note.

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

DM/18/03371/TCA Various works to 17 trees: St Anthony's Priory 74 Claypath Durham DH1 1QT: Cllr L Brown pointed out that there was no arboricultural report with the application; she will write asking for this, and will copy her request to Cllr Cornwell to use to make a request from the Committee.

7. Consideration of the Planning Committee's Terms of Reference, in particular regarding the Neighbourhood Plan and the County Durham Plan: agreed to support Cllr R Cornwell's draft resolution for Parish Council meeting on 22 November.
8. Criteria for inclusion of planning applications on this Committee agenda: agreed to continue with model in this meeting's agenda.
9. Dates of future meetings:
30 November: 14.00 to 16.00 hrs, Room 12, Alington House.
14 December - 14.00 to 16.00 hrs, Room 2, Alington House.

There being no further business the meeting ended at 16.00 hrs.

Signed

Roger Cornwell
Chair of Planning Committee.