

# City of Durham Parish Council

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8 June 2020

## **Access details for Zoom Planning Committee meeting:**

### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/89574583029>**

**Meeting ID: 895 7458 3029**

Dear Planning Committee Member,

In accordance with both the Local Government Act 1972 and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of local authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020, I hereby give you notice that a meeting of the **Planning Committee** will be held in **via Zoom** on **Friday 12 June 2020 at 2pm** 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 29 May 2020.**
- 4. To receive any public participation comments on the following agenda items. Please email the Parish Clerk [parishclerk@cityofdurham-pc.gov.uk](mailto:parishclerk@cityofdurham-pc.gov.uk) to register to speak.**
- 5. Matters arising:**
  - a. To approve responses on the following planning applications:**

**DM/20/01068/FPA:** Change of use from dwellinghouse (Use Class C3) to house in multiple occupation (Use Class C4), 8 High Wood View, Durham DH1 3DT (follow-up letter)

**DM/20/01261/FPA** | Change of Use from Dwellinghouse (Class C3) to House in Multiple Occupation (Use Class C4). | 64 Gilesgate Durham DH1 1HY

**DM/20/01285/FPA** | Change of Use from Dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4) | 42 The Sidings Gilesgate Durham DH1 1HS
  - b. Planning enforcement resource**
- 6. To consider the impact of the proposed 14-month closure of New Elvet Bridge**
- 7. Criteria and procedure for referring applications to the relevant County Planning Committee**

**8. To consider these planning applications** (the date in brackets is the deadline to call to committee):

**a. To note:**

**DM/20/01265/FPA** | Telecommunications upgrade including a GPS Module and 6no. Antennas mounted on a new CU Phosco Phase 4.51 Headframe which is to be mounted on a Phase 4.5 Monopole and associated ancillary works | Telecommunications Mast Railway Station Station Approach Durham DH1 4RB (19 June)

**DM/20/01248/FPA** and **DM/20/01249/AD** | Installation of shop front and 2 illuminated fascia signs and 1 non-illuminated hanging sign | Delaneys Donkey 17 The Riverwalk Millburngate Durham DH1 4SL (19 June)

**b. To consider making representations**

**DM/20/00112/FPA** | Proposed rear extension and Internal alterations to increase size of all undersized bedrooms in existing HMO | 20 Elvet Crescent Durham DH1 3AP (25 June)

**DM/20/01237/FPA** | Change of use from dwellinghouse (Use Class C3) to small house in multiple occupation (Use Class C4) with associated external alterations | 9 Station Lane Gilesgate Durham DH1 1LJ (25 June)

**DM/20/01280/FPA** and **DM/20/01286/LB** | Change of use, alteration and extension to existing Manor House to form Registry Office, County Records and Archive Services, and DLI Collection. | Mount Oswald Golf Club South Road Durham DH1 3TQ (25 June)

**DM/20/01337/FPA** | Change of use from dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4) | 11 Ellis Leazes Durham DH1 1JJ (24 June)

**DM/20/01358/FPA** | New garage to replace existing garage and new access drive. | Observatory House Potters Bank Durham DH1 3RR (23 June)

**DM/20/01402/FPA** and **DM/20/01403/LB** | Change of use from estate agents (A2) to domestic dwelling (C3) including dormer window to front and rear roof slopes and internal alterations | 17 Old Elvet Durham DH1 3HL (26 June)

**c. To consider making further representations on these appeals** (the date in brackets is the deadline for submitting further representations)

**DM/19/03459/FPA** | Demolition of existing rear extension and erection of part single-storey/part two-storey extension at rear and installation of dormer windows in roofspace also to rear to an existing small HMO (use class C4). | 17 Providence Row Durham DH1 1RS (18 June)

**DM/19/03408/FPA** | Change of use from single dwelling house C3 with 2 bedrooms to HMO C4 with 4 bedrooms | 29 Lawson Terrace Durham DH1 4EW (18 June)

**DM/19/03227/FPA** | Two storey rear extension to existing C4 property | 3 Juniper Way Durham DH1 4GZ (25 June)

**DM/20/00235/FPA** | Change of Use from existing 6 bed small HMO (use class C4) to 8 bed large HMO (use class sui-generis) including erection of single-storey extension to rear, new window to gable elevation and rooflights to accommodate a loft conversion. | 35 Hawthorn Terrace Durham DH1 4EL (25 June)

**9. Main Modifications to the County Durham Plan:**

- a.** To consider draft responses already prepared, and decide which should be submitted now, and which need revision. (See attached schedule)
- b.** To consider responses still pending, and agree how to progress them.

**10. Dates of future meetings**

**Friday 26 June 2020** - 14.00 to 16.00 hrs – via Zoom.

**Friday 10 July 2020** - 14.00 to 16.00 hrs – via Zoom.

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 via Zoom at 14:00 pm on Friday 29<sup>th</sup> May 2020.

**Present:** Cllr R Cornwell (in the Chair), Cllr J Ashby, Cllr V Ashfield, Cllr L Brown, Cllr J Elmer and Cllr G Holland.

**Also present:** Parish Clerk Adam Shanley and Mrs Sue Childs, Mr John Lowe, Mr John Pacey, Dr Malcolm Reed, Professor Timothy Clark and Mr Michael Hurlow (members of the public).

### 1. Welcome and apologies

Apologies were received from Cllr 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 15 May 2020.

The minutes of the meeting held on 15<sup>th</sup> May 2020 were unanimously agreed as a true and accurate record of proceedings.

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

Mrs Sue Childs advised that she was attending the meeting to hear the discussions on Item 7 of the Agenda.

Mr John Lowe advised that he was attending the meeting to hear the discussions on Items 6 and 8 of the Agenda.

Mr John Pacey advised that he was attending the meeting to hear the discussions on Item 8 of the Agenda and planning application DM/20/01107/FPA.

Dr Malcolm Reed advised that he was attending the meeting to hear discussions on the A167 as part of item 8 of the Agenda.

Professor Timothy Clark advised that he was attending for general interest in the Agenda.

Mr Michael Hurlow advised that he was attending to hear discussions on items 6 and 8 of the Agenda.

### 5. Matters arising:

#### a. To approve the following submissions:

Members **approved** the letter to DCC on the treatment of newly built properties

Members **approved** the letter to DCC on Attic conversions in student HMOs

Members **approved** the letter to DCC on public access to planning decisions.

The Clerk also reported that he had received a response from the Director of Planning and Housing at DCC to state that the County Council Planning Committees would soon be commencing virtual committee meetings and all applications called in by a Ward Member or Parish Council would be considered at such meetings and decided by Councillors rather than under delegated authority by the relevant Officers.

**b. To approve responses on the following planning applications:**

**DM/20/00873/FPA** | Demolition of the former North East Motorcycles showroom and construction of a three storey building, and construction of a three storey residential building on the land to the rear to create 16 self-contained C3 apartments | North East Motor Cycles Darlington Road Durham DH1 4PE. The Committee **approved** the response to this application.

**DM/20/00978/FPA** | Conversion of store room to bedroom and addition of new window. | 4 Southend South Road Durham DH1 3TG. The Committee **approved** the response to this application.

**DM/20/01068/FPA** | Change of use from dwellinghouse (Use Class C3) to house in multiple occupation (Use Class C4) | 8 High Wood View Durham DH1 3DT. The Committee **approved** the response to this application.

**DM/20/01094/FPA** | Single storey ground floor extension to existing visual arts building | Arts Block Durham Sixth Form Centre The Sands Durham DH1 1SG. The Committee **approved** the response to this application.

**DM/20/01100/FPA** | Change of use of former Caretakers Lodge to art workspace and gallery space and the erection of a two storey extension to the rear. | Durham Sixth Form Centre The Sands Durham DH1 1SG. The Committee **approved** the response to this application.

**DM/20/01107/FPA** | Resubmission of DM/20/00387/FPA for the erection of a single House in Multiple Occupation (Use Class C4) | Land To The West Of The White House Newcastle Road Crossgate Moor DH1 4HZ. The Committee **approved** the response to this application.

**DM/20/01124/FPA** | Retention of use of land for 2 car parking spaces. | Land To South Of Flass Vale House Ainsley Street Durham DH1 4BJ. The Committee **approved** the response to this application.

The Clerk also reported that he had received further correspondence from local residents regarding planning application **DM/20/00865/FPA**. The Clerk advised that the Nuisance Action Team (NAT) had submitted a response to the application and a number of residents were unhappy at this response. The residents have submitted additional comments to state that they believe HMOs do have the potential to cause more noise than non-HMOs. The residents have asked if the Parish Council would submit a further response to the application in view of the recent representation from the NAT. The Committee felt that the original response to the application was sufficiently robust, covering all of the issues which the Parish Council wishes to object to on this application. It was **agreed** to maintain the original objection with no further representation.

**c. To consider a further response on the following planning application:**

**DM/20/01068/FPA:** Change of use from dwellinghouse (Use Class C3) to house in multiple occupation (Use Class C4), 8 High Wood View, Durham DH1 3DT. The Committee **agreed** to a make further response in the light of the Planning Statement now available. Cllr J Ashby **agreed** to draft the response.

- 6. To consider these planning applications** (the date in brackets is the deadline to call to committee):

**a. To note:**

**DM/20/01149/FPA** | Demolition of existing garage, side and rear extension to west gable, side extension to east gable, new front porch, new windows and external wall coverings, and new driveway access | 9 Farnley Ridge Durham DH1 4HB (11 June). It was **agreed** to note this application.

**DM/20/01154/FPA** | Extract ventilation upgrade works, replacement of existing external and additional mechanical plant and equipment and re-roofing | Christopherson Building Annexe Science Site South Road Durham DH1 3LE (3 June). It was **agreed** to note this application.

**b. To consider making representations:**

**DM/19/03194/FPA** | To install dormer window to rear roof slope of property | 2 D L I Cottages Back Western Hill Durham DH1 4RQ (11 June). It was **agreed** to note this application.

**DM/20/01261/FPA** | Change of Use from Dwellinghouse (Class C3) to House in Multiple Occupation (Use Class C4). | 64 Gilesgate Durham DH1 1HY (12 June). It was **agreed** to object to this application. Cllr J Ashby **agreed** to draft the response to this application.

**DM/20/01285/FPA** | Change of Use from Dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4) | 42 The Sidings Gilesgate Durham DH1 1HS (12 June). It was **agreed** to object to this application. Cllr V Ashfield **agreed** to draft the response to this application.

**7. Possible Supplementary Planning Document on Tree Management**

The Clerk presented a report to the Committee on the proposal of producing a Supplementary Planning Document on tree management following a meeting with the Principal Landscape Officer at DCC, which he and Cllr L Brown had attended.

The Clerk reminded the Committee that Supplementary Planning Documents are intended to add further detail to the policies within a Local Plan. The Clerk advised that they can be used to provide further guidance for development on specific sites or on particular issues. Supplementary Planning Documents would support a number of national and local planning policies and are capable of being a material consideration in planning decisions but are not part of the development plan.

The Clerk advised that he and Cllr Brown met with the officer at DCC on 19<sup>th</sup> May and the officer advised that the County Council is currently putting together a Tree and Woodland Strategy for the whole of County Durham which will hopefully be completed within the next 18 months. The officer also advised that planners will need to consider this Strategy in any decision making. Though the Strategy wouldn't go fully in depth to specific sites, it would provide overall global guidance for the County Council in terms of the management of trees in their ownership. The Clerk advised that a draft copy of this Strategy has been requested so that Members may assess the scope of this document.

The Clerk advised that the officer had also stated that only 5-10% of the trees in the City of Durham parish area are owned and managed by the County Council.

The majority of trees in the parish are owned by the University and the Dean and Chapter.

The Clerk advised that the officer's advice as a first step to progress this is for the Parish Council to build a picture of tree coverage in our parish via the Forestry Commission's i-tree tool: <https://canopy.itreetools.org/> . The officer advised that this could be shared with the public and could help inform the scoping work of the SPD.

Cllr L Brown and the Clerk advised that they had attempted to use this tool following the meeting and had found this to be difficult to navigate and not very user-friendly.

Cllr J Elmer advised that he felt that the County Council ought to take the lead and provide site-specific information about what trees are in the parish and where they are based. Cllr J Elmer also advised that he felt that the SPD should also include guidance on the impact of trees on biodiversity.

Mrs Sue Childs agreed that biodiversity is important and the SPD should also include guidance on the contribution trees make on local wildlife corridors.

Cllr G Holland thanked the Clerk for an excellent report and suggested that a tree replacement scheme should carry a lot more weight in planning. Furthermore, he believed that a developer should be required to replace any trees lost during any development with mature saplings in order to contribute to the biodiversity of the site. Cllr G Holland also noted that, in the past, he had seen healthy mature trees being felled as part of a development only to be replaced with tree whips which had soon died off.

It was **agreed** that the SPD should include the following scope:

- *The proposed purpose of the SPD is to ensure trees and landscaping are fully considered as part of development proposals. The document will hopefully provide further guidance and detail on local planning policies. The SPD will hopefully:*
- *Demonstrate clear procedures for the retention and protection of existing landscape features within developments and open spaces;*
- *Increase the provision and diversity of landscaping;*
- *Maintain distinctive character areas.*
- *Provide guidance on specification, planting and establishment maintenance of trees.*
- *Place replacement planting requirements on developers when trees are removed as part of a development and specifically requirements on typography, species, etc of replacement trees.*
- *Provide guidance on when felling should take place if this is unavoidable.*
- *Provide guidance on the impact of trees on biodiversity and local wildlife corridors.*

Cllr J Elmer also made the point that he was concerned that an SPD attached to the Neighbourhood Plan would carry less weight than an SPD attached to the County Durham Plan. It was **agreed** that the Clerk should seek further advice on how to progress this from a planning officer and report back to a future meeting.

## 8. Main Modifications to the County Durham Plan

The Committee considered the full list of main modifications as part of the County Durham Plan. The Committee **agreed** which of the main modifications they would respond to, what the position the Parish Council should take on each modification and who would draft the response to each modification as follows:

<b>MM</b>	<b>Policy etc affected</b>	<b>Agreed position</b>	<b>Councillor to draft response</b>
4	Policy 1, criterion b	Consider whether there should be a maximum too	Jonathan
8	Policy 1, paras 4.22 and 4.23	Support	John
18	Policy 2, criterion b	Support	Roger
19	Policy 2, para 4.32	Support	Roger
20	Policy 2, para 4.33	Support	Roger
23	Policy 3, criterion b	This relates to the removal of the County Hall visitors car parks from the Green Belt, but the MM is not an opportunity to challenge the removal. Suggest no response	Defer
24	Policy 3, criterion c	Support	Roger
25	Policy 3, criterion I	Support	Roger
27	Policy 3, criteria m, n	Support	John
29	Policy 3, para 4.57	Support	Roger
30	Policy 3, para 4.58	Support	John
31	Policy 3, para 4.59	Strong support	John
47	Policy 5, criterion f	Support	Roger
50	Policy 5, criteria k, l	Essential to comment, especially as regards the A167.	Jonathan
52	Policy 5, criterion o	Support	Roger
89	Policy 15, para 5.107a	Support	John
93	Policy 16.3	Strongly support	John
95	Policy 16.3, before criteria h and i	Challenge	John
96	Policy 16.3, criterion h	Not happy with threshold	Roger
97	Policy 16, new paras	Strongly support	John
98	Policy 16, para 5.153	This is our opportunity to exclude new build properties	Adam
102	Policy 21	Strongly support	John
103	Policy 21 supporting text	Support	John



106	Policy 22 final para	Qualified support, urging stronger measures	Liz
109	Policy 23	Strongly support	Roger
110	Policy 23, paras 5.224 to 5.246	Strongly support most. Might have something to say about the A167	Defer (Provisionally Victoria)
111	Policy 23 monitoring	Reconsider on receipt of info from Malcolm Reed	Defer
124	Policy 28, para 5.287	Disagree with alteration	Adam
127	Policy 30	Seek shorter period as time lost through coronavirus delay	Roger
134	Policy 30, para 320 and new footnote	Seek shorter period as time lost through coronavirus delay	Roger
135	Policy 31	Support	John
136	Policy 31	Support	Roger
137	Policy 31, para 5.331	Support but challenge "carefully consider"	John
147	Policy 41	Support	Victoria
149	Policy 46, para 5.483	Support	Roger
173	Appendix A	Detailed critique, especially those limiting scope of Neighbourhood Plan	Roger
178	Glossary	Needs separate definition of blue infrastructure	Roger

The Committee **agreed** not to respond to those main Modifications not listed above.

## 9. Dates of future meeting

**Friday 12 June 2020** - 14.00 to 16.00 hrs – via Zoom.

**Friday 26 June 2020** - 14.00 to 16.00 hrs – via Zoom.

There being no further business, the Chair thanked Members of the Committee and members of the public for their input and attendance and closed the meeting.

**Signed**

**Chair of the City of Durham Parish Council Planning Committee**