



City of Durham Parish Council

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Date of Summons: 22nd May 2023

SUMMONS

To all Members of the City of Durham Parish Council's Planning and Licensing Committee: Councillors E Ashby, V Ashfield, N Brown, A Doig, Cllr G Holland, C Lattin and S Walker.

You are hereby summoned to attend the **Planning and Licensing Committee meeting** to be held **via Zoom at 12:00pm on Friday 26th May 2023** for the purpose of transacting the following Agenda business as shown.

The link to join this meeting is below:

<https://us02web.zoom.us/j/81763395132>

Meeting ID: 817 6339 5132

Members of the public and press are also cordially invited to attend. Members of the public may address Council, Committee or Sub-Committee meetings for up to three minutes, with the agreement of the Chair of the meeting, provided that the statement is related to an item on the agenda. The speaker should approach the Clerk before the meeting commences to request to speak during the meeting.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Health & Safety, Civility and Respect and Human Rights plus Social, Economic and Environmental matters.

Yours faithfully,

A. Shanley

Mr Adam Shanley
Clerk to the City of Durham Parish Council

AGENDA

- 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 held on 12th May 2023**
- 4. To receive any public participation comments on the following agenda items.** Please email the Parish Clerk parishclerk@cityofdurham-pc.gov.uk to register to speak.

5. Matters arising:

- (a) To agree the draft responses to the following planning and licensing application(s), pre-application(s) and/or appeal(s):**

DM/23/00993/FPA | Loft conversion including a glass dormer window in centre of roof, with 3x conservation velux windows. Convert and extend the existing garage to a 1.5 storey garden room, with 2x dormer windows | 90 Gilesgate Durham DH1 1HY

DM/23/01155/LB | Single storey rear extension, replacement roof including 2no. rooflights to rear, conversion of loft to habitable room incorporating structural alterations and new staircase | 4 Leazes Place Durham DH1 1RE

DM/23/01161/FPA | Installation of baby memorial, new handrails, and renewal of footpaths | St Cuthberts Church North Road Durham DH1 4NH

DM/23/01237/FPA | Change of use from five bed dwellinghouse to seven bed HMO (sui generis). | 41 Fieldhouse Lane Durham DH1 4LT

Application to vary a premises licence by WLHPLUS Limited for Happiness 2 Restaurant and Karaoke Bar (currently Studio), Ground, first and second floor, 17 North Road, Durham DH1 4SH.

- (b) To consider the outcome of the following planning and licensing application(s) and/or appeal(s):**

Application for the grant of a premises licence by Mr Jatinder Singh Grewal for Bunty's 18A North Road. Durham DH1 4SH.

6. Discussion with Ricky Cohen and Sue Cole regarding upcoming licensing applications for i) Rushford Court and ii) Brooks House

7. To consider the following new planning applications in the parish area

a) To note:

DM/23/01110/FPA | Conversion of an existing House in Multiple Occupation into a religious study centre, to include a specialist theological library, office space, storage and meeting rooms. | 72 - 73 Claypath Durham DH1 1QT

DM/23/01111/LB | Conversion of an existing House in Multiple Occupation into a religious study centre, to include a specialist theological library, office space, storage and meeting rooms. | 72 - 73 Claypath Durham DH1 1QT

DM/23/01207/FPA | Removal of 2no existing lantern style skylights and re-instatement of flat roof with lime mortar render repair to external walls | 29 - 30 Old Elvet Durham DH1 3HN

DM/23/01208/LB | Removal of 2no existing lantern style skylights and re-instatement of flat roof with lime mortar render repair to external walls | 29 - 30 Old Elvet Durham DH1 3HN

DM/23/01233/TPO | Pine (T1) - fell as close to ground level as practical | 10 The Bowers Durham DH1 4EH

DM/23/01265/FPA | Installation of 26No Lighting Bollards | Durham University Van Mildert College Mill Hill Lane Durham DH1 3LH

DM/23/01266/FPA | Installation of 10no replacement and new additional lamp posts | St Aidans College Windmill Hill Durham DH1 3LJ

b) To discuss:

DM/23/01141/FPA | Erection of a detached two storey replacement dwelling with partial basement and associated site works. | 1 Almoners Barn Durham DH1 3TZ

DM/23/01167/FPA | Change of use from dwellinghouse (Use Class C3) to small House in Multiple Occupation (Use Class C4) with alterations to existing bay window | 5 Lyndhurst Drive Crossgate Moor Durham DH1 4AE

DM/23/01353/FPA | Renovation of property to include replacement of conservatory with a single storey rear extension, re-roofing of single storey off-shoot and associated internal works. | 24 Hallgarth Street Durham DH1 3AT

DM/23/01354/LB | Renovation of property to include replacement of conservatory with a single storey rear extension, re-roofing of single storey off-shoot and associated internal works. | 24 Hallgarth Street Durham DH1 3AT

8. To consider the pre-application letter regarding new telecommunications equipment on South Road, Durham City.

9. Report on Landlord licensing progress for the City of Durham parish area – report included.

10. Report on objections to planning application and calls to Committee: DCC Central and East Planning Committee

11. Dates of future meeting(s) of this Committee:

9th June 2023

23rd June 2023

7th July 2023

City of Durham Parish Council

Minutes of Planning Committee meeting held via Zoom at 12:00pm on Friday 12th May 2023

Present: Cllr G Holland (in the Chair), Cllr V Ashfield, Cllr E Ashby, Cllr N Brown, Cllr A Doig, Cllr C Lattin and Cllr S Walker.

Also present: Mr A Shanley (Parish Clerk), Mr Roger Cornwell, Mr John Ashby, Mr Graham Phillips, Mr John Lowe, Mr Richard Hornby, Ms Victoria Smith, Ms Jacinta Taylor, Ms Kath Tansey and Mr Brian Tanner (members of the public) and County Councillor Liz Brown.

1. Welcome and apologies

None received.

2. To receive any declarations of interest from members

Councillor E Ashby declared an interest in application DM/23/01155/LB and took no part in the discussion or vote on this application.

3. To receive and approve as a correct record the minutes of the meeting held on 28th April 2023

The minutes of the meeting held on 28th April 2023 were unanimously **agreed** as a true and accurate record of proceedings.

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

Mr Roger Cornwell advised that he was attending the meeting with a general interest in all agenda items.

Mr John Ashby advised that he was attending the meeting with a general interest in all agenda items.

Mr Graham Phillips advised that he was attending the meeting to hear the discussions on application DM/23/01237/FPA.

Mr John Lowe advised that he was attending the meeting with a general interest in all agenda items.

Mr Richard Hornby advised that he was attending the meeting to hear the discussions on applications DM/23/00993/FPA and DM/23/00814/FPA.

Ms Victoria Smith advised that she was attending the meeting to hear the discussions on application DM/23/01237/FPA.

Ms Jacinta Taylor advised that she was attending the meeting to hear the discussions on application DM/23/01237/FPA.

Ms Kath Tansey advised that she was attending the meeting to hear the discussions on application DM/23/01237/FPA.

Mr Brian Tanner advised that he was attending the meeting to hear the discussions on application DM/23/00993/FPA.

Mr David Gallusedge advised that he was attending the meeting to hear the discussions on application DM/23/01237/FPA.

County Councillor Liz Brown advised that she was attending the meeting to hear the discussions on application DM/23/01237/FPA.

5. Matters arising:

(c) To agree the draft responses to the following planning and licensing application(s), pre-application(s) and/or appeal(s):

DM/23/00958/LB | Demolition of existing single storey rear extension and conservatory. Conversion of existing dwelling into 2no. 2-bed apartments including replacement single storey extension. | 24 Hallgarth Street Durham DH1 3AT. The Committee **approved** the response to this application.

DM/23/01015/FPA | Single storey rear extension to terraced dwelling (existing C4 HMO). | 7 Lowes Barn Bank Nevilles Cross Durham DH1 3QJ. The Committee **approved** the response to this application.

DM/23/01031/FPA | Change Use of dwellinghouse (C3) into a small house in multiple occupation (C4) with minor external alterations | Magdalene Heights Gilesgate Durham DH1 1SY. The Committee **approved** the response to this application but noted that this application has now been withdrawn by the applicant.

DM/22/03574/FPA | Erection of 4no. C3 dwellings (Revised and Resubmitted) | Land to The Rear Of 63 Crossgate Durham DH1 4PR. The Committee **approved** the response to this application.

DM/23/00842/FPA | Demolition of existing forecourt shop building and automatic car wash building and erection of new mixed-use building incorporating retail and hot food drive thru, new electric vehicle charging facility, renewal of existing jet wash bays and associated forecourt alterations. | Stonebridge Service Station Stonebridge Durham DH1 3RX. The Committee **approved** the response to this application.

(d) To consider the outcome of the following planning and licensing application(s) and/or appeal(s):

DM/20/03238/OUT | Outline application for Purpose Built Student Accommodation comprising up to 850 bedrooms, with all matters reserved. Re-consultation on older application to allow for update of policy / financial requirements - no amendments submitted. | Land to the North of Mount Oswald South Road Durham DH1 3TQ. The Committee **noted** that this application had now been approved by the County Planning Committee. However, the Committee noted its disappointment at not being able to speak at Committee and **agreed** to submit a follow-up letter to the Planning Development Manager to request that

the Parish Council be formally consulted on any and all Reserved Matters applications on this development. The Clerk **agreed** to draft this letter.

DM/22/01650/FPA | Change of use from 6 bed C4 to 9 bed Sui Generis HMO with single storey rear extension (amended) | 1 Larches Road Durham DH1 4NL. The Committee **noted** that this application had now been refused by the Central and East Area County Planning Committee.

DM/23/00456/FPA | Change of use from dwelling (use class C3) to House in multiple occupation (HMO) (use class C4). | 3 Wentworth Drive Durham DH1 3FD. The Committee **noted** that this application had now been approved by the Central and East Area County Planning Committee.

(e) Preparing for the licensing hearing on 22nd May for the following licensing application(s):

Application for the grant of a premises licence by Mr Jatinder Singh Grewal for Bunty's 18A North Road. Durham DH1 4SH. Councillor S Walker **agreed** to represent the Parish Council in its objection to this application at Committee on 22nd May 2023.

6. To consider the following new planning applications in the parish area

c) To note:

DM/23/00993/FPA | Loft conversion including a glass dormer window in centre of roof, with 3x conservation velux windows. Convert and extend the existing garage to a 1.5 storey garden room, with 2x dormer windows | 90 Gilesgate Durham DH1 1HY. It was **agreed** to object to this application and to call this application in to the Central and East Area County Planning Committee should officers be minded to approve the proposal. The Clerk and Councillor C Lattin **agreed** to draft the response to this application.

DM/23/01071/LB | Listed Building Consent for internal alterations creating 2no mock cells, training area, replace WC, redecoration of kitchen area and install ventilation | HM Prison Durham Old Elvet Durham DH1 3HU. It was **agreed** to note this application.

DM/23/01230/LB | Installation of a new cash safe in the ground floor back office. | 6 - 7 Market Place Durham DH1 3HL. It was **agreed** to note this application.

DM/23/00928/FPA | Two-storey side extension and solar panels to rear | 2 St Aidans Crescent Crossgate Moor Durham DH1 4AP. It was **agreed** to note this application.

DM/23/00814/FPA | Roof lantern to rear and 2no solar panels to front | 85 Gilesgate Durham DH1 1HY. It was **agreed** to note this application.

DM/23/01080/FPA | Two storey rear extension, balcony to existing roof, render to rear elevation and alterations to fenestration | 15 Archery Rise Durham DH1 4LA. It was **agreed** to note this application.

DM/23/01139/VOC | Variation of condition 2 of planning approval DM/22/02266/FPA to allow the addition of 7no. AC condenser units to the eastern elevation of the temporary classroom accommodation. | Car Parking Land Territorial Lane Durham DH1 3HJ. It was **agreed** to note this application.

d) To discuss:

DM/23/01155/LB | Single storey rear extension, replacement roof including 2no. rooflights to rear, conversion of loft to habitable room incorporating structural alterations and new staircase | 4 Leazes Place Durham DH1 1RE. The Committee felt that there was insufficient information to consider this application and therefore **agreed** to request further information about the roof tiles and also to request the comments from the Council's Design and Conservation Officer.

DM/23/01161/FPA | Installation of baby memorial, new handrails, and renewal of footpaths | St Cuthberts Church North Road Durham DH1 4NH. It was **agreed** to support this application. The Clerk **agreed** to draft the response to this application.

DM/23/01237/FPA | Change of use from five bed dwellinghouse to seven bed HMO (sui generis). | 41 Fieldhouse Lane Durham DH1 4LT. It was **agreed** to object to this application and to call this application in to the Central and East Area County Planning Committee should officers be minded to approve the proposal. The Clerk **agreed** to draft the response to this application.

7. To consider the following new licensing applications in the parish area:

Application to vary a premises licence by WLHPLUS Limited for Happiness 2 Restaurant and Karaoke Bar (currently Studio), Ground, first and second floor, 17 North Road, Durham DH1 4SH. It was **agreed** to object to this application. Councillor S Walker **agreed** to draft the objection letter to this application.

Application to vary a premises licence by Amber Taverns Limited for The Water House. 65 North Road. Durham DH1 4SQ. It was **agreed** to note this application.

Application to vary a premises licence by Mrs Syeda Sadaf Riaz for PICCO D'Italia, 32a Saddler Street, Durham DH1 3NU. It was **agreed** to note this application.

Application to vary a premises licence by Beer Pong Durham Limited for Wiff Waff Back Silver Street. Durham DH1 3RA. It was **agreed** to note this application.

8. To consider a proposal for a research project into the licensing/ planning approvals for all licensed premises in the City

The Clerk advised that recent licensing applications in the parish area had highlighted a discrepancy between what hours some premises in the City are currently operating within, what hours premises have licensing approval to operate within and what hours premises have planning approval to operate within.

The Clerk advised that he had raised this on numerous occasions and the issues were simply being dealt with on a case-by-case basis by enforcement. The Clerk advised that it would prove helpful to the Council to understand the current situation in the City, particularly in the run-up to the review of the County Council's Statement of Licensing Policy.

The Clerk recommended to the Committee that the Parish Council undertakes/ funds a piece of research on this issue in order to highlight the various discrepancies and produce an evidence document for future use.

Councillor V Ashfield advised that she felt that the Parish Council should advertise this on their website and invite bids from any interested parties.

Councillor A Doig advised that he fully supported this piece of work and felt that the data could prove useful in the longer term.

The Committee agreed to support this initiative and to recommend this work to Full Council. The Clerk **agreed** to draft an advert for the website inviting bids for this work.

9. Report on objections to planning application and calls to Committee: DCC Central and East Planning Committee

Councillor A Doig thanked John Ashby, Roger Cornwell, John Lowe and Committee Members for their support to date in re-drafting his original note on this matter. The Chair advised that he would like to carry out some further editing of this document and for this to be agreed by the Committee thereafter.

Mr John Ashby highlighted that Durham University and DCC had produced a fantastic database around HMO locations.

Mr John Lowe highlighted that Policy 16 had produced some unexpected outcomes and it was right that it be reviewed in those respects.

The Committee **agreed** to review this report further and to bring this back to the next Committee for formal approval and submission thereafter to DCC, once approved by Full Council.

10. Dates of future meeting(s) of this Committee:

26th May 2023

9th June 2023

23rd June 2023

Councillor V Ashfield wished to note her preference for these meetings to commence at 12:30pm rather than 12:00pm.

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

Signed,

**Chair of the City of Durham Parish Council Planning and Licensing
Committee
(26th May 2023)**

ITEM 9: REPORT ON LANDLORD LICENSING PROGRESS FOR THE CITY OF DURHAM PARISH AREA

SUMMARY: This seems to be a business-like group genuinely getting to grips with student housing issues of quantity, quality (i.e. cost and location), landlord standards and letting agents' practices. It is the best chance yet of achieving a self-financing landlord licensing scheme here, albeit voluntary not compulsory.

This was the fifth meeting of the Working Group. Roger Cornwell and I attend because in December 2022 we heard that the University and the County Council had set up a Student Housing Strategy Group; I asked about this at the meeting of the Durham University and Residents Forum on 14 December 2022 and requested that the community should be represented, either the Parish Council or the residents' groups on DURF. The Chair of DURF agreed in principle to this representation.

In discussion with the Clerk to the Parish Council it was agreed that representation on behalf of the Parish and residents would be Roger Cornwell and John Ashby, given their close involvement in the issues around the quantitative and qualitative housing needs of students.

The Housing Strategy meetings have addressed four topics: student accommodation data; cost-of-living issues; meeting letting agents; and possible landlord licensing. Taking these in turn, the brief points are as follows.

Student accommodation data

Hannah Shepherd (DU) and Karen Cook/Zoe Lewin (DCC) have done the most detailed- ever investigation into the numbers of DU students in the current Academic Year and where they reside in order to attend this University. Once final verification has been completed the results will be published and used in discussions about the coming Academic Year situation.

Cost-of-living issues

Rents are very significantly up from last year. Maintenance grants lag behind. A series of personal testimonies from students was hard reading. These issues are now to be addressed by a separate group.

Meeting with letting agents

DSU officers met most of the letting agents on 8 March 2023. The key themes identified were that student finances are now stretched; affordability is a big issue; panic queuing was driven by rumours; any agreed date such as 1st November would probably be breached by some agents; and there are bad practices on both sides.

Possible solutions include an agreed date for the first release of properties; a Code of Practice for Letting Agents and Landlords; a "Rate my Landlord" web-site; and an annual forum of DU, DSU, DCC and letting agents/landlords to

review how things are working, what the accommodation facts are now, how the market is behaving and what if any changes in systems are needed.

These possible solutions have been pursued in a meeting with letting agents chaired by Mary Foy MP on 12 May. Most but not all of the letting agencies were present and reacted positively but realistically to the ideas.

Landlord licensing

This is well-worn territory which up until now has been frustrating. The Durham County Council person has now agreed that an Additional Licensing Scheme might be the way forward. He undertook to seek agreement from his managers to drafting a Scheme for Durham City, including a fee-scale proposal and staffing requirements.

The next meeting of the Group is on 28 June.