



City of Durham Parish Council

The City of Durham Parish Council. Office 3, Clayport Library. 8 Millennium Place. Durham. DH1 1WA.

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Date of Summons: 9th October 2023

SUMMONS

To all Members of the City of Durham Parish Council's Planning and Licensing Committee: Councillors E Ashby, N Brown, A Doig, G Holland, C Lattin, R Ormerod 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 13th October 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/84914046610>

Meeting ID: 849 1404 6610

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 29th September 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. Pre-application discussion with Steven Major regarding a planning proposal for 10-11 Silver Street.**
- 6. Matters arising:**
 - (a) To consider the outcomes of the following planning and licensing application(s) in the parish area:**
DM/23/01442/FPA | Change of use of dwellinghouse (Use Class C3) to HMO (Use Class C4) | 33 St Bedes Close Crossgate Moor Durham DH1 4AA
 - (b) To consider the latest updates on the following planning and licensing application(s)/ appeal(s) in the parish area:**
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
- 7. To consider the following new licensing application(s) in the parish area:**

Mr Adam Shanley Clerk on behalf of the City of Durham Parish Council	Ye Olde Elm Tree 12 Crossgate Durham DH1 4PS	Application for the review of a premises licence To address concerns relating to the prevention of public nuisance licensing objective	30 October 2023
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- 8. To consider the following new planning applications in the parish area**
 - a) To note:**
DM/23/02573/LB | Internal alterations to lower ground and ground floor, signage to front, 1no window and 2no extractor fans to rear | 12 Elvet Bridge Durham DH1 3AA

DM/23/02808/FPA | Change of use from a flat to dining space for restaurant use. | Coarse Restaurant Reform Place North Road Durham DH1 4RZ

DM/23/02819/LB | Removal of 3no. existing signs and installation of 3no. new aluminium sign mounted to 12-15 The College. | 12 The College Durham DH1 3EQ

DM/23/02820/LB | Installation of 1no. new aluminium sign mounted to existing wall of 16 The College. Wall repointing and 5 no. stone repairs prior to work. | 16 The College Durham DH1 3EQ

DM/23/02822/LB | Removal of 4no. existing signs mounted to existing walls. Installation of 3no. new aluminium signs mounted to existing sandstone wall of Chapter Clerk's Office | The Cathedral Office The College Durham DH1 3EQ

DM/23/02823/LB | Installation of 1no. new aluminium sign mounted to existing garden wall of Durham Light Infantry Garden | Durham Cathedral The College Durham DH1 3EH

DM/23/02824/LB | Removal of 1no. existing sign mounted to existing gate and installation of 1no. new aluminium sign to gate of Bailey Garden (Sign 14) | Bailey Gardens South Bailey Durham DH1 3EE

DM/23/02825/LB | Removal of 5 no. existing mounted signs to the wall attached to 8 The College. Installation of 5 no. new signs mounted to existing wall. | 8 The College Durham DH1 3EQ

DM/23/02826/LB | Removal of 2no. existing signs mounted to existing sandstone columns | 1 The College Durham DH1 3EQ

DM/23/02829/LB | Removal of 1no. existing noticeboard mounted to existing wall. Stonework repairs to be carried out on wall prior to fitting of signs. Installation of 2no. new aluminium signs mounted to the wall of the gatehouse. | Porters Lodge The College Durham DH1 3EQ

DM/23/02841/PA | Prior approval for loading bay (20m x 5m), allowing for safe movement of timber (additional information required has been provided pursuant to DM/23/02027/PNR) | 2 Burn Hall Durham DH1 3SR

DM/23/02821/LB | Removal of 2no. existing mounted signs and 1no. freestanding sign. Installation of 2no. new aluminium sign mounted to existing wall of The Deanery. | The Deanery The College Durham DH1 3EQ

b) To discuss:

N/A

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

27th October 2023

10th November 2023

24th November 2023

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 29th September 2023

Present: Cllr G Holland (in the Chair), Cllr E Ashby, Cllr C Lattin, Cllr R Ormerod and Cllr S Walker.

Also present: Mr A Shanley (Parish Clerk), Ms Jenny Smith, Mr Richard Smith, Mr Alastair Edge, Mr Francis Whalley, Mr Tony Ford, Mr Roger Cornwell, Mr John Ashby and Mr John Lowe (members of the public).

1. Welcome and apologies

Apologies were received from Councillor A Doig.

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 held on 15th September 2023

The minutes of the meeting held on 15th September 2023 were unanimously **agreed** as a true and accurate record of proceedings.

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

Ms Jenny Smith, Mr Tony Ford and Mr Richard Smith advised that they were attending the meeting with a concern relating to the development of 1 St. Monica Grove and the fact that students were now living in the property, contrary to the planning conditions attached to the approval notice. The Committee assured the residents that they would relay these concerns directly to the enforcement team at DCC.

Mr Alastair Edge advised that he was attending the meeting with an interest in application DM/23/02236/FPA.

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

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/23/02538/FPA and DM/23/02539/LB | Convert existing attic space to bedroom with en-suite, including new staircase from 2nd floor, replacement skylights and alterations to existing bedrooms. Convert outbuilding to office space including alteration to the external walls and roof. | 90 Gilesgate Durham DH1 1HY. The Committee **approved** the response to these applications.

DM/23/02242/AD | Erection and Display of 1no illuminated fascia signage, 2no. non - illuminated hanging signs, 1no. illuminated menu board and window decals. (amended description 04.09.2023) | 20 & 21 The Riverwalk Millburngate Durham DH1 4SL. The Committee **approved** the response to this application.

DM/23/02236/FPA | Sub-divide dwelling (C3) into 3no flats | 1 Beech Crest Durham DH1 4QF. The Committee **approved** the response to this application.

(d) To consider the outcomes of the following planning and licensing application(s) in the parish area:

DM/23/01564/FPA and DM/23/01565/LB | Big Jug 83 Claypath Durham DH1 1RG. The Committee **noted** that these applications had now been approved but expressed concerns regarding the use of the outdoor area and the lack of conditions attached to this use and the way in which site works had been dealt with in the approval notice. It was **agreed** that the Clerk should write to the officers again on this to express the Parish Council's concerns.

DM/23/00241/FPA | Change of Use from 6 Bed dwellinghouse to 2no. 2 bed flats. (amended description 09.02.2023) | 24 Nevilledale Terrace Durham DH1 4QG. The Committee **noted** that this application had now been approved and thanked the Chair for representing the Committee at the hearing.

6. To consider the following new licensing matters affecting the parish area:

- Proposed formal request for a licence review of a City premises

The Committee noted the concerns received regarding the current operation at the Elm Tree Inn pub in Crossgate and agreed to formally seek a licence review of the premises. It was **agreed** that the Clerk should submit the review documentation as provided to Committee Members and also serve the notice on the premises.

- Update on the recent application by Home Bargains

The Committee noted that, following mediation with the applicant's agent, the premises has now agreed to amend its application for reduced hours as requested by the Committee.

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

c) To note:

DM/23/02038/AD | Hand painted sign to existing fascia | 23 Silver Street Durham DH1 3RD. It was **agreed** to note this application.

DM/23/02655/FPA | Installation of solar PV panels to the roof level of buildings at Howlands Site, Josephine Butler College and Stephenson College Durham University | Durham University Josephine Butler College Main Building Josephine

Butler College South Road Durham DH1 3DF. It was **agreed** to note this application.

DM/23/02657/FPA | Installation of 3 No. external ground mounted air source heat pumps at Durham University Business School within an existing external fenced bin compound and erection of new fenced bin compound to the South of the existing bin store area. | Durham University Durham Business School Mill Hill Lane Durham DH1 3LB. It was **agreed** to note this application.

DM/23/02723/FPA | Construction of new porch to front of dwelling | 11 Blaidwood Drive Durham DH1 3TD. It was **agreed** to note this application.

d) To discuss:

DM/23/02672/FPA | Construction of access road to serve commercial area. | Land South Of South College The Drive Durham DH1 3LD. It was **agreed** to note this application.

8. Durham South-East 2023 Traffic Regulation Order Amendment – Proposals

Members considered the proposed amendment to the TRO as set out in the reports provided as well as the substance of the entire TRO as a result of this amendment. In doing so, the Clerk reported the concerns he had received from a representative of the Whinney Hill Community Group regarding these proposals and reminded Members that these had been circulated in advance.

The Committee **agreed** to note the proposals without further comment.

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

13th October 2023
27th October 2023
10th November 2023

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
(13th October 2023)**