



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: 8th January 2024

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 12th January 2024** for the purpose of transacting the following Agenda business as shown.

The link to join this meeting is below:

<https://us02web.zoom.us/j/83901343437>

Meeting ID: 839 0134 3437

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 8th December 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. To discuss the identification of new sites for biodiversity net gain for the City of Durham parish area.**
- 6. To consider the report by Sutton Consultancy Services Ltd on the recent dog searches of licensed premises in the City**
- 7. Matters arising:**
 - (a) To approve the responses to the following planning/ licensing application(s):**

DM/23/03400/FPA | Change of use for the first floor of Bridge House from office (Use Class E) to purpose-built student accommodation (PBSA) (Sui generis) providing 8 x new studio apartments. Replacement and enlargement of one existing window to install a new uPVC window to match existing. | First Floor Office Bridge House North Road Durham DH1 4PW

DM/23/02414/FPA | Proposed first floor side extension and part two storey and single storey rear extensions to small HMO (Use Class C4) | 80 Hallgarth Street Durham DH1 3AY

DM/23/03752/FPA | Change of use from a dwellinghouse (use class C3) to a large house in multiple occupation (sui generis). | Cross View House Cross View Lane Nevilles Cross Durham DH1 4PJ

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

Appeal for 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

Appeal for DM/21/01789/FPA | Construction of 12 townhouse dwellings with associated works. | Land At St Johns Road Nevilles Cross
 - (b) To consider the outcomes of the following planning and licensing application(s) in the parish area:**

DM/23/02988/FPA | The material change of use of a dwellinghouse (Use Class C3) to a small House in Multiple Occupation (Use Class C4) | 10 Mavin Street Durham DH1 3AU

Appeal for DM/23/00332/PNT | Prior notification for the installation of a 15m high slim-line monopole, supporting 6no. antennas, 1no. wraparound equipment cabinet at the base of the monopole, 2no. equipment cabinets, 1no. electric meter cabinet and ancillary development thereto including 1no. GPS module | Land South East of Whitechurch Church Street Head Durham DH1 3DN

DM/23/02507/FPA | Demolition of buildings, clearance of and levelling up site, substation to be retained and clad with facing brickwork to exposed walls, application of render to wall of adjacent building and erection of 2.4m high timber hoarding enclosure | 13 - 17 Claypath Durham DH1 1RH

DM/23/02622/FPA | Full planning application for the erection of a 74-bed care home facility (Class C2 Use), with associated access road, car parking, cycle storage, landscaping, boundary treatments and refuse facilities. | Land South of South College The Drive Durham DH1 3LD

DM/23/03302/VOC | Variation of Condition 2 (Approved Plans) of approval reference DM/22/02767/FPA to add north facing window in side wall of rear extension, east facing window in side utility extension and remove north facing side window in snug area | 12 Ferens Park Durham DH1 1NU

(c) To consider the latest updates on the following planning and licensing application(s)/ appeal(s) in the parish area:

Appeal for 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

8. To consider the following new planning applications in the parish area:

a) To note:

DM/23/03747/FPA and DM/23/03748/LB | The installation of a 5.28m flagpole to support 3no. antennas with ancillary development | Vane Tempest Hall Maynards Row Gilesgate DH1 1QF

DM/23/03814/TPO | G1. poplar trees - Crown lifting works of branches encroaching highway/ car park area to a maximum height of 6m Clear young self -set scrub encroaching car parking area back to fence line | Durham Amateur Rowing Club City Boathouse Green Lane Durham DH1 3JU

DM/23/03353/TPO | 1. Oak Tree - branch to be trimmed at the lowest kink. 2. Elder trees - branches trimmed off no higher than 3ft higher than the fence. 3. Beech - trim branch which starting to bend down and could potentially break 4. Small dead tree to be felled | Buford Court Albert Street Durham DH1 4TL

DM/23/03758/FPA | Conversion and extension of the upper floors to create one 6-bed House In Multiple Occupation (HMO) and one 3-bed HMO (use class C4), alteration to existing shop front and repairs to boundary walls. | 10 - 11 Silver Street Durham DH1 3RB

DM/23/03742/VOC | Variation of condition 2 (approved plans) of planning approval DM/19/02459/FPA to change roof to mono pitched design | 13 Mowbray Street Durham DH1 4BH

DM/23/03743/FPA | Two storey side extension, single storey front extension, raised terrace/decking to ground floor level and extend first floor balcony to rear, 3no rooflights, render to front and rear elevation of existing two storey extensions and alterations to openings | Goldrill Farnley Hey Road Durham DH1 4EA

DM/23/03199/AD | Proposed none illuminated sign | 12 Elvet Bridge Durham DH1 3AA

b) To discuss:

N/A

- 9. To consider the latest updates on the budget for the Planning and Licensing Committee for 2024/25** – report included.

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

12st January 2024

26th January 2024

9th February 2024

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 8th December 2023

Present: Cllr G Holland (in the Chair), Cllr A Doig, Cllr C Lattin and Cllr S Walker.

Also present: Mr A Shanley (Parish Clerk), County Councillor Liz Brown and Mr Roger Cornwell and Mr John Lowe (member of the public).

1. Welcome and apologies

Apologies were received from Councillors E Ashby and R Ormerod.

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 24th November 2023

The minutes of the meeting held on 24th November 2023 were unanimously **agreed** as a true and accurate record of proceedings.

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

County Councillor Liz Brown advised that she was attending the meeting to provide further information on application DM/23/03504/TPO. Councillor Liz Brown took no part in the discussion or vote on any other matter on the Agenda.

Mr Roger Cornwell 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. To discuss the latest updates regarding the public inquiry into the Sniperley Park development(s).

Members noted that a public inquiry into the Sniperley Park developments is set to take place most likely in 2024.

The Clerk reported that he was aware that DCC and the applicants had narrowed down the areas of disagreement between last winter and now but that DCC as the local planning authority still has concerns over the bus service provision, active travel connections, district heating, primary school delivery, playing pitch provision and the overall delivery of the comprehensive masterplan.

Many of those arguments have not changed significantly over the last 12 months and that DCC is requiring the developers to bring that comprehensive approach to delivery forward, in order to ensure a successful and sustainable development, as required by the County Durham Plan.

Members **agreed** to be involved in the public inquiry process but not to be an active participant in the inquiry itself. Members felt that there seemed little scope for the Parish Council to add further to the extremely valid and important arguments DCC is putting at the inquiry. Members unanimously **agreed** to support the position of the County Council and allow its expert witnesses to provide the evidence required on these proposals.

6. Matters arising:

(d) To approve the responses to the following planning/ licensing application(s):

DM/23/02758/FPA | Erection of single storey dwellinghouse | 164A Gilesgate Durham DH1 1QH. The Committee **approved** the response to this application.

DM/23/02728/FPA | Replace red plastic-coated front door with white UPVC (retrospective) | 53 Hallgarth Street Durham DH1 3AY. The Committee **approved** the response to this application.

DM/23/01709/FPA | Replacement shop front and installation of first floor gable window | 22 Silver Street Durham DH1 3RD. The Committee **approved** the response to this application.

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

Application for the review of a premises licence by the City of Durham Parish Council for Ye Olde Elm Tree. 12 Crossgate. Durham. DH1 4PS. Members **noted** that the additional conditions agreed through mediation with the applicant had now been approved at the Committee hearing. The Committee thanked Councillor S Walker for representing the Parish Council on this matter.

(f) To consider the latest updates on the following planning and licensing application(s)/ appeal(s) in the parish area:

DM/23/03302/VOC | Variation of Condition 2 (Approved Plans) of approval reference DM/22/02767/FPA to add north facing window in side wall of rear extension, east facing window in side utility extension and remove north facing side window in snug area | 12 Ferens Park Durham DH1 1NU. Members carefully considered the latest developments with this application, noting that there were concerns from neighbouring residents and thanked Councillor C Lattin for carrying out a site visit in respect of this application. After careful consideration, Members **agreed** to note this

application without any further action. Members **noted** that the application had been called to the Central and East Area County Planning Committee by the local Ward Members.

Application for a Premises Licence at Manakeet, 22 Silver St, Durham DH1 3RD. Members **noted** that the applicant had now reduced their intended operating hours for this premises to be within the licensing framework hours and therefore **agreed** to withdraw the Parish Council's objection on this basis.

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

c) To note:

DM/23/03152/FPA | re-roofing main building and single-story extension in the back | 22 Hallgarth Street Durham DH1 3AT. It was **agreed** to note this application.

DM/23/03470/LB | Replacement of decayed wood window to rear elevation | 52 South Street Durham DH1 4QP. It was **agreed** to note this application.

DM/23/03397/FPA | Construction of handrail and guarding supported by an independent steel framework | Elvet Hill Lecture Rooms Elvet Hill Road Durham DH1 3TJ. It was **agreed** to note this application.

DM/23/03463/TPO | 1. Sycamore - Prune back overhanging branches by approx. 4m 2. Apple - Reduce crown and reshape by 2m | 13 The Grove North End Durham DH1 4LU. It was **agreed** to note this application.

DM/23/03489/FPA | Installation of 2no. single storey Portakabin buildings to be used as a mortuary and associated office for a temporary 2-year period. | University Hospital of North Durham North Road Durham DH1 5TW. It was **agreed** to note this application.

DM/23/03510/AD | Replace 1no. Projecting signage with new 500mm, retain existing brackets, existing projecting sign brackets to be painted blue to match new logo, replace 1no. Logo with 1no. new blue heritage logo with 185mm logo height, remove window message "Building Society" & make good as necessary, replace 1no. ATM tablet and decals with new, replace statutory signage with new, sand and re-varnish doors. | 9 Market Place Durham DH1 3PN. It was **agreed** to note this application.

DM/23/03518/FPA | Erection of two storey extension to rear. | St Oswalds Church Institute Church Street Durham DH1 3DQ. It was **agreed** to note this application.

d) To discuss:

DM/23/03400/FPA | Change of use for the first floor of Bridge House from office (Use Class E) to purpose-built student accommodation (PBSA) (Sui generis) providing 8 x new studio apartments. Replacement and enlargement of one existing window to install a new uPVC window to match existing. | First Floor Office Bridge House North Road Durham DH1 4PW. It

was **agreed** to object to this application and to call this application in to the Central and East Area County Planning Committee for determination should officers be minded to approve this proposal. The Clerk **agreed** to draft the response to this application.

DM/23/03345/FPA | Erection of a new shop window and doorway, brickwork stall riser & the carrying out of repair work to inside of new window framework. | 10 Market Place Durham DH1 3NB. It was **agreed** to note this application.

DM/23/03504/TPO | G1 - Willow X2 - Fell as close to current ground level as practical T2 - Poplar - Remove the lowest branch growing closest to the garage block back to the main stem | 12 The Bowers Durham DH1 4EH. It was **agreed** to note this application.

DM/23/03543/FPA | Construction of detached dwelling (resubmission). | Land South West Of 39 Fieldhouse Lane Durham DH1 4LT. It was **agreed** to note this application.

DM/23/02414/FPA | Proposed first floor side extension and part two storey and single storey rear extensions to small HMO (Use Class C4) | 80 Hallgarth Street Durham DH1 3AY. It was **agreed** to object to this application and to call this application in to the Central and East Area County Planning Committee for determination should officers be minded to approve this proposal. The Clerk **agreed** to draft the response to this application.

8. To consider the following new licensing application(s) in the parish area:

Application for the grant of a premises licence for Taste the Orient (Unit 9 The Riverwalk) by Hang Sing Hong. It was **agreed** to note this application.

9. To discuss the arrangements for considering new planning/licensing application(s) within the parish area over the Christmas holidays.

Members **agreed** to revert to the usual delegated procedures during the Christmas break whereby the Chair and Clerk of the Planning and Licensing Committee would consider any and all new planning applications within the parish and a position on each application be taken in writing between the Chair and the Clerk – other than in cases of major applications.

Any decisions would then be ratified at the next formal meeting of the Planning and Licensing Committee.

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

19th January 2024
2nd February 2024
16th February 2024

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
(12th January 2024)**

ITEM 9: TO CONSIDER THE LATEST UPDATES ON THE BUDGET FOR THE PLANNING AND LICENSING COMMITTEE FOR 2024/25

As Members are aware, the Parish Council is required to agree its budget and precept request for the forthcoming financial year in January 2024.

In order to assist the Council in agreeing both the budget and precept for 2024/25, each Committee of the Council is being asked to propose a budget against their individual identified priorities for next year.

A meeting of the Finance Committee will be taking place on 17th January 2024 in order to go through each Committee's budget proposal with a recommended final budget being put to Council in January. The budget **must** be agreed at that meeting.

A special meeting of Full Council was called in December in order to go through the draft proposed budget. At this meeting, the following projects were provisionally agreed as part of the Planning and Licensing Committee's budget:

(**Please note:** that the areas highlighted in green reached broad agreement, the areas in purple were questionable and the areas in red were proposed to be removed)

Planning and Licensing Committee

| Item of expenditure | Cost (£) |
|--|-------------|
| PRIORITY 1: Representing the parish on planning and licensing matters | |
| Professional support in responding to planning applications and licensing hearings | £5,000.00 |
| Review of County Durham Plan policies | £3,000.00 |
| PRIORITY 2: Improving the licensed economy | |
| Enhanced drug searching scheme with Durham Police | £600.00 |
| Introducing the Purple Flag scheme to Durham City | £5,200.00 |
| PRIORITY 3: Review of the Licensing Framework Policy | |
| Professional support for licensing policy review | £5,000.00 |
| TOTAL PROVISION IN 2024-25 AGAINST PRIORITIES | £TBC |

The Chair has proposed that each Committee discusses its budget for 2024/25 ahead of the Finance Committee meeting on 17th January.

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| DECISION REQUIRED | For Members to consider the above report and agree a proposed budget for the Parish Council's Planning and Licensing Committee. |
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