

# City of Durham Parish Council

**Minutes of Planning Committee meeting held at 14:00 pm on Friday 5<sup>th</sup> July 2019 in Office 2, Clayport library building, 8 Millennium Pl, DH1 1WA.**

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

**Also present:** Parish Clerk Adam Shanley and Cllr A Doig.

## **1. Welcome and apologies**

Apologies were received from Cllr V Ashfield

## **2. Declarations of interest from members.**

Cllr R Cornwell declared an interest in Item 10 of the Agenda.

## **3. To receive and approve as a correct record the minutes of the meeting on 21 June 2019.**

The minutes of the meeting held on 21 June 2019 were unanimously **agreed** as a true and accurate record of proceedings.

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

None received

## **5. Proposed new County HQ on the Sands (planning reference DM/18/02369/FPA):**

The Chair reminded Members that the Parish Council had not been granted leave to apply for a Judicial Review following a decision by the High Court Judge. The Chair also reminded Members that the Parish Council had unanimously agreed not to pursue a renewal application for judicial review.

The Clerk advised that the ecologist was on site today (5<sup>th</sup> July) to assess whether otter holts were present at the proposed site for the new County Headquarters.

On the issue of the Common Land de-registration, the Chair reported that a Case Officer of the Open Spaces Society had e-mailed to say that he had concerns over the replacement land currently proposed by the County Council. The Clerk reminded members that the Parish Council had submitted the response to the initial invitation for comments on this matter and at present were still waiting to hear back about when this would go out to formal consultation.

On related matters, the Clerk reminded Members that the Parish Council had received notification of a consultation pertaining to market traders permit only parking and a response would be drafted for Full Council

agreement. The Committee expressed concern about the proposals and in particular the distance from the existing Sands car park and the fact that this was only available on a Saturday when in fact the market takes place throughout the week.

## **6. Matters arising:**

- a. to approve the following responses (for text of letters see Parish web site):

**DM/19/01308/FPA** | Change of use and subdivision of 1no A2 (financial Institution) unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit | 30 High Street Durham DH1 3UL (further correspondence). Cllr J Ashby reported that further clarification had been sought in the Parish Council's response to this consultation and the Committee were yet to hear back from the Agent of the applicant on a suitable meeting date.

**DM/19/01428/AD** | Non-illuminated vertical sign | Dun Holm House 8 The Riverwalk Millburngate Durham DH1 4SL. The Parish Council's response was approved by the Committee.

**DM/19/01673/FPA** and **DM/19/01674/LB** | Demolition of existing extension, erection of two-storey extension, minor internal alterations, like of like replacement of bay window and change of use to a house in multiple occupation (*sui generis*) | 22 Allergate Durham DH1 4ET. The Clerk reported that he had not yet received a copy of this. The Chair advised that he would send this on to the Clerk for submission and publication.

**DM/19/01683/FPA** | The change of use of dwelling (Use Class C3) to a small HMO (Use Class C4) and the erection of a dwelling in small HMO use (Use Class C4) | 36 The Hallgarth Durham DH1 3BJ. The Parish Council's response was approved by the Committee.

**DM/19/01720/FPA** | Erection of two storey side extension to C4 (House in multiple occupation) dwelling. | 77 Whinney Hill Durham DH1 3BG. The Parish Council's response was approved by the Committee.

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

The Chair reported that the consultation on the draft Neighbourhood Plan ended today (5<sup>th</sup> July 2019). The consultation had been extended to allow organisation consultees such as the Cathedral, the University and Historic England sufficient time to respond to the draft Neighbourhood Plan. The Chair reported that both the Cathedral and Historic England had submitted their response to the draft Plan and the University had promised a submission later today.

The Chair reported that a number of public comments had been received during the Regulation 14 consultation and would be gathered and considered following the consultation closing date.

Cllr J Ashby reported that the County Council had also submitted a large number of comments to the draft Plan and a response on behalf of the Parish Council would be drafted in due course.

## **8. Student HMOs**



The Chair reported that the review of historic planning applications being carried out by the Council's selected PHD student was underway and a draft version of the PHD student's findings had been submitted to the Clerk and the Chair and Vice-Chair of the Parish Council Planning Committee. The review had picked up on a number of discrepancies between DCC's data and that of the University.

The Clerk reported that he was yet to hear back from the Information Governance team at the University regarding a meeting date to discuss the possibility of entering into a Service Level Agreement to provide aggregate data on HMO levels within a 100-metre radius.

**9. Planning applications: To consider making representations on the following:**

**DM/19/01308/FPA** | Change of use and subdivision of 1no A2 (financial Institution) unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit

including the installation of 4no. windows to south elevation | 30 High Street Durham DH1 3UL (re-consideration). The Clerk reported that a meeting with the Agent was still being sought to discuss the concerns the Parish Council Planning Committee had in relation to the current application.

**DM/19/01411/FPA** | Two storey extension to rear of the existing C4 accommodation to create additional amenity space and 2no. 1-bed apartments and 1no. 2-bed apartment (C3 housing). | 12 North Road Durham DH1 4SH. It was **agreed** to object to this application. Cllr J Ashby **agreed** to draft the response to this.

**DM/19/01526/VOC** | Amendment to opening hours from 12.00 - 23.00 Monday to Sunday. (Amendment to condition 11 on planning permission 4/03/01178/FPA) | Lebaneat 47 North Bailey Durham DH1 3ET. It was **agreed** to note this application.

**DM/19/01686/LB** | Addition of roof cowl to pitched roof | 29 - 30 Old Elvet Durham DH1 3HN. It was **agreed** to note this application.

**DM/19/01893/TPO** | Various tree works. Land At North End Durham DH1 4LU. It was **agreed** to object to this application. Cllr L Brown **agreed** to draft the response to this.

**DM/19/01901/FPA** | Rear Dormer Window | 37 Nevilledale Terrace Durham DH1 4QG. It was **agreed** to note this application.

**DM/19/01906/AD** | Flat panel internally illuminated shopfront signs, 1 no projecting sign, 2 internally fixed non illuminated signs and SAV applied internally to existing windows | 16 High Street Durham DH1 3UJ. It was **agreed** to write a letter to DCC Planning department with a recommendation on how the scheme could be improved. Cllr R Cornwell **agreed** to draft the response to this.

**DM/19/01909/FPA** | Change of use of part ground floor and first floor of no. 90 to small HMO (Use Class C4) and single storey extension to no. 89 to provide workshop. | 89-90 Claypath Durham DH1 1RG. It was **agreed** to note this application.

**DM/19/01912/FPA** | Erection of a first-floor extension to create two storey dwelling and first floor external roof terrace, single storey extensions to the front and rear, alterations to the external materials

(render and cladding) and window arrangement, and associated new hardstanding. | The Bungalow Quarry House Lane Crossgate Moor Durham DH1 4JA. It was **agreed** to write a letter requesting that the condition be attached to this application (if minded to approve) that the applicant must undertake to repair the pavement if heavy vehicles involved in this scheme caused any destruction. Cllr R Cornwell **agreed** to draft the response to this.

**DM/19/01935/FPA** and **DM/19/01936/LB** | Conversion of building to permit ground floor Drinking Establishment (A4) and 7no. bed house in multiple occupation (Sui-Generis) including various external alterations (new shopfront, replacement windows, alterations to roof (dormer/raising of roof) and internal and external structural repairs and associated drainage, mechanical and electrical plant to rear yard. | 34 - 35 Saddler Street Durham DH1 3NU. It was **agreed** to write a letter to DCC Planning Department praising the overall scheme but suggesting that the shopfront treatment could be better. Cllr J Ashby **agreed** to draft the response to this.

**DM/19/01937/VOC** | Variation of Condition 3 (approved plans) of DM/15/03734/VOC to allow introduction of roof plant to hub building. | Mount Oswald (Durham Uni Site) South Road Durham DH1 3TQ. It was **agreed** to note this application.

**DM/19/01950/FPA** | Single storey rear extension (resubmission of DM/19/01334/FPA with revised party wall) | 20 Faraday Court Nevilles Cross Durham DH1 4FG. It was **agreed** to note this application.

#### **10. Proposed phone box removal: Church Street Head, Durham, DH1 3DN**

The Committee considered a proposal to have the phone box at Church Street Head removed. The phone box itself is very rarely used and BT were looking to have this removed. It was **agreed** to note this application. Cllr R Cornwell did not take part in discussions on this item.

#### **11. Dates of future meetings**

19 July 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

2 August 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

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

Signed,

A handwritten signature in black ink, appearing to read 'R. Cornwell', written over a horizontal line.

Chair of the City of Durham Parish Council Planning Committee