

# City of Durham Parish Council

**Minutes of Planning Committee meeting held at 14:00 pm on Friday 16<sup>th</sup> August 2019 in Office 2, Clayport library building, 8 Millennium Pl, DH1 1WA.**

**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, Hannah Shepherd and Laura Logan (Durham University), Kate Harvey (Artichoke), Cllr E Ashby, James Harrison (Sunderland Echo and Shields Gazette) and 1 member of the public.

## **1. Welcome and apologies**

Apologies were received from Cllr C Reeves

## **2. To receive any declarations of interest from members.**

Cllr R Cornwell declared an interest in planning application DM/19/02375/PNT and took no part in the discussion on this application.

## **3. To receive and approve as a correct record the minutes of the meeting on 19 July 2019.**

The Minutes of the meeting held on 19<sup>th</sup> July 2019 were agreed as a true and accurate record of proceedings.

## **4. To receive any public participation**

Kate Harvey from Artichoke spoke to the Committee about an application which Artichoke would soon be submitting to have illuminated signage on the side of the Clayport Library building saying "Only you can write the next page". The intent is not only to be the legacy piece from the 2019 Lumiere event but is also to act as a source of inspiration to those who see it. Kate advised that Artichoke had been working with the poet Anna Jane Walker and female prisoners to create the idea for the sign and remarked that this tied in nicely with the sign being on the side of the library and highlighted Durham as a centre for heritage, reading and a place of learning. Kate advised that the application was not yet submitted but she wished to come to the meeting today to discuss the idea with the Parish Council Planning Committee.

Cllr J Elmer and V Ashfield advised that they felt the signage may not resonate well with residents of Durham at this particular time as a large, controversial planning application had been passed and residents felt that were not in a position to write the next page on this.

Cllr J Ashby commented that previous Lumiere installations around the City such as at The Miners' Hall had been very inspiring and he considered that the proposal for Clayport library was the appropriate location.

Cllr L Brown remarked that she felt that the Lumiere heritage pieces were slightly too riverside centric and should be spread across Durham City.

The Chair thanked Kate for attending the meeting and for her time speaking with the Planning Committee. At this point, Kate left the meeting.

The member of the public present advised that he may wish to speak when the Committee came to consider application DM/19/02375/ PNT.

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

**a. Closure of the car and coach parks on The Sands**

In his opening remarks, the Chair condemned the actions of the County Council in closing off the Common land to members of the public.

The Clerk reported that preparation works had started on the new County HQ building and the car and coach parks have been fenced off since Monday 12<sup>th</sup> August. A number of trees have already been felled. The Clerk reported that the Chair of the City of Durham Parish Council had released a video on behalf of the Parish Council about the unexpected closure of the coach park along with other matters and this had attracted a significant number of views and press coverage. The Parish Council wrote to the County Council about the closure of the coach park and had requested that the fencing be removed immediately. The response from the County Council is that the coach park has been closed for public health and safety reasons.

Cllr J Elmer advised that he felt that the footpath currently fenced off ought to be registered as a public Right of Way.

Cllr G Holland advised that he felt that the Parish Council ought to seek legal advice on the closure of the car and coach park.

Cllr J Ashby proposed that, once the felling of the trees around the coach park had been completed, the Parish Council request that the fencing be removed around the coach park.

It was **agreed** that the Clerk should arrange for a meeting between the Parish Council and the Freeman to take place at the earliest possible opportunity to discuss this further with them.

**b. De-registration of the Common land at The Sands.**

The Chair reported that the land currently fenced off is still registered as common land, meaning that residents have the Right to roam on this land. The formal consultation on the de-registration of this land as common land has yet to commence.

**c. Any other relevant developments**

The Clerk reported that he had received a response from DCC on the requested pre-works ecological surveys of the site to state that this was carried out on 9<sup>th</sup> August. The Parish Council has requested a full copy of this report.

**6. Matters arising:**

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

**DM/19/01418/FPA** | The change of use of a six-bedroom dwelling (Class C3) to a small House in Multiple Occupation (Class C4) or a six-bed dwelling (C3) | 24 Nevilledale Terrace Durham DH1 4QG. Members approved the response to this application.

**DM/19/02144/FPA** | Erection of part 2 storey, part single storey to rear of existing C4 House in Multiple Occupation. | 7 Mavin Street Durham DH1 3AU. Members approved the response to this application.

**DM/19/02184/LB** | Masonry Restoration | Railway Station Station



Approach Durham DH1 4RB. Members approved the response to this application.

**b. Update on meeting with Stephen Reed to discuss potential SLA with DCC for a planning enforcement officer for the Parish Council.**

The Clerk advised that he, Cllr R Cornwell and Cllr L Brown had met with Stephen Reed and Sarah Eldridge to discuss the possibility of entering into a Service level Agreement with DCC for one year to have a Planning Enforcement Officer specifically for the City of Durham Parish Area. The likely cost of this would be around £10,000 but it is hoped that the four County Councillors could fund half of this and the Parish Council the other half. At present, Stephen Reed is looking into this as a possibility and the Parish Council is awaiting an outcome on this.

**7. Progressing the HMO investigation (verbal update from Chair).**

**a. Correspondence from Bill Free Homes**

The Chair reported that he had received correspondence from the owner of Bill Free Homes to state that he is willing to share the data on student accommodation with the Parish Council and requesting that the Parish Council put him in touch with their researcher who carried out the investigation on HMO levels. On the latter point, the Chair advised that he had responded to state this would not be possible as the researcher had now completed her assignment on behalf of the Parish Council and was now currently away on holiday, however it was hoped that the Parish Council may still be able to access the data proposed to be shared from Bill Free Homes.

Cllr J Ashby advised that the owner of Bill Free Homes had recently completed his Masters and it may be an idea to request a copy of his thesis. It was agreed that the Clerk should request this as well as providing the owner of Bill Free Homes with a copy of the report commissioned by the Parish Council.

**b. Progressing phase 2 of HMO investigation – SLA with Durham University.**

The Chair welcomed Hannah Shepherd and invited her to speak on this matter.

Hannah advised that she was aware of a number of meetings having taken place regarding this issue and she had received the request from the Parish Council regarding the sharing of data on student accommodation locations. Hannah advised that, at present, that request is sat with the legal team of Durham University who are considering the data protection issues of sharing such data with the Parish Council. Hannah advised that she was still awaiting a response from Legal on this but would update the Parish Council as soon as possible. Hannah also advised that the data was very much dependent on students completing the forms accurately, advising that there have been known to be issues with this in the past.

Hannah advised that this was something the Community Engagement Task Force had been looking into and in particular she wished to commend Cllr J Ashby for his amazing work and knowledge on this subject.

Hannah also recommended that the report from the research, commissioned by the Parish Council be shared with the new Sabbatical Officers of the Students Union (DSU). Hannah advised that housing is a massive issue for the DSU and

Durham University and it would be good to share this with the new Officers who have taken up post recently.

The Clerk advised that the Parish Council wish to access the aggregate data only of student HMOs within a 100-metre radius of new C4/ Sui Generis HMO planning application which the Planning Committee considers. It is hoped that the Parish Council may be able to enter into a Service Level Agreement with the University to have a point of contact within the University to be able to provide this data.

Cllr J Ashby commended Hannah Shepherd for her brilliant work and remarked how useful it is to have an internal contact within the University making the case for this and other issues the Parish Council and local residents bring up.

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

### **a. Correspondence with the County Council**

The Chair reported that the Parish Council had received a response back from Stuart Timmiss following the letter sent about the feedback DCC had provided on the draft Neighbourhood Plan. The Chair reported that Mr Timmiss was not in agreement with a number of the matters raised in the letter from the Parish Council and it was therefore agreed that a meeting should be arranged at the earliest convenience between the Parish Council and Mr Timmiss.

Cllr J Ashby advised that this matter was time-sensitive and a meeting needed to take place with Mr Timmiss before the end of September.

The Chair advised that he would be referring Mr Timmiss' letter to the Neighbourhood Plan Working Party for their consideration a report would come back to the Planning Committee meeting on 30<sup>th</sup> August to discuss this further.

### **b. Progress report**

The Chair advised that the Working Party had received hundreds of responses to the Regulation 14 Consultation on the draft Neighbourhood Plan. At present, the Working Party is working through these responses. Two-thirds of the comments had been very supportive and encouraging. The Chair reported that the timetable may have slipped by a week or so, however it is still hoped that a version of the Plan would come to the Planning Committee meeting on 4<sup>th</sup> October, with a final draft of the plan and all other documents going to Full Council on 24<sup>th</sup> October for approval.

## **9. County Durham Plan**

### **a. To approve the schedule of appearances submitted to the Programme Officer**

The Chair reported that the schedule of appearances had been circulated and, following agreement, had been submitted to the Programme Officer.

### **b. Preparations for the Examination in Public**

The Chair advised that it is necessary to agree who would be speaking at which hearing and to co-ordinate the responses to each area.

Cllr J Ashby advised that the Examiner had submitted a number of questions to the County Council, and will issue questions to objectors in early September, each of which the respondent(s) have up to a maximum of 3,000 words to respond with.



The Committee remarked that the site for the Examination in Public was not ideal as it is not easily accessible.

**10. Planning applications: To consider making representations on the following (the date in parenthesis is the deadline to call the application to committee):**

**DM/19/01749/AD** and **DM/19/02372/LB** | To erect external hanging swing sign at first floor level on front elevation | 6 Old Elvet Durham DH1 3HL (22 August for DM/19/02372/LB). It was **agreed** to note this application.

**DM/19/01810/FPA** | Part two storey rear extension and part single storey rear extension, raising of ridge height and loft conversion, increasing from 4 to 6 bedrooms. | 22 Blaidwood Drive Durham DH1 3TD (held over from previous meeting) (24 July). It was **agreed** to object to this application. Cllr L Brown **agreed** to draft the response on this.

**DM/19/02048/FPA** | Retention of fence surrounding beer garden to rear. | The City 84 New Elvet Durham DH1 3AQ (29 August). It was **agreed** to note this application.

**DM/19/02153/FPA** | Replacement of iron railing of two storey balcony to front with 1.1m glazed balustrade | Rokeby Villa 1 Percy Terrace Durham DH1 4DY (22 August). It was **agreed** to note this application.

**DM/19/02157/FPA** | Internal refurbishment of MRI department, installation of external mechanical plant including air handling unit, air conditioning unit, heat pumps and erection of external support platform. | University Hospital Of North Durham North Road Durham DH1 5TW (22 August). It was **agreed** to note this application.

**DM/19/02199/FPA** and **DM/19/02200/LB** | Erection of part two storey, part single storey extension to rear to form 1no. self-contained 5-bed house in multiple occupation (C4) to 1st and 2nd Floor and additional retail office, storage and welfare facilities to ground floor. | 21 Market Place Durham DH1 3NJ (held over from previous meeting pending provision of Design & Access Statement) (15 August). It was **agreed** to object to this application. Cllr R Cornwell **agreed** to draft the response on this.

**DM/19/02244/LB** | Repair and reinstate historic pump. Listed Building Consent was granted to dismantle the pump under application DM/14/00739/LB | College Green The College Durham (15 August). It was **agreed** to commend this application. Cllr J Ashby **agreed** to draft the response on this.

**DM/19/02253/LB** | Listed Building Consent for replacement of 2 no. cast iron soil pipes to south elevation | 7 The College Durham DH1 3EQ (5 September). It was **agreed** to note this application.

**DM/19/02255/FPA** | Single storey rear extension and dormer window to side roofslope | 8 Whitesmocks Avenue Durham DH1 4HP (16 August). It was **agreed** to note this application.

**DM/19/02258/FPA** | Two storey extension and single storey extension with balcony above and detached carport to front, single storey extensions to side and rear, and alterations to ground levels including retaining walls, boundary fencing and entrance steps. | 51 Wearside Drive Durham DH1 1LE (22 August). It was **agreed** to note this application.

**DM/19/02276/FPA** | Erection of two storey and single storey extensions to front | 6 Valeside Durham DH1 4RF (22 August). It was **agreed** to note this application.



**DM/19/02285/FPA** | Installation of a solid ashlar stone bollard and extended stone paving at the front entrance. | Learning Resource Centre Site Of Former 17 South Bailey Durham DH1 3EE (29 August). It was **agreed** to note this application.

**DM/19/02287/FPA** | Part single part two storey rear extension | 3 Rhodes Terrace Nevilles Cross Durham DH1 4JW (8 August). It was **agreed** to note this application.

**DM/19/02292/LB** | To fit a door and frame to the archway at the back of the tinderbox coffee shop. | Hotel Indigo Durham Old Shire Hall 9 Old Elvet Durham DH1 3HP (5 September). It was **agreed** to note this application.

**DM/19/02307/FPA** | Basement conversion and small in-fill extension to porch (Re-submission DM/18/01670/FPA) | 3 Moor Edge Crossgate Moor Durham DH1 4HT (12 August). It was **agreed** to note this application.

**DM/19/02325/RM** | Application for reserved matters relating to appearance, landscaping, layout and scale for 6 dwellings (Plots 30-35, part of Phase 4 for 54 dwellings in total) pursuant to planning permission DM/15/03555/VOC. | Mount Oswald South Road Durham DH1 3TQ (29 August). It was **agreed** to note this application.

**DM/19/02375/ PNT** | Prior notification for the installation of a 17.5m high HEL Phase 5 streetworks tower on D9-4 root foundation and associated works. | Land At Darlington Road Durham DH1 4PE (27 August). It was **agreed** to object to this application. Adam Shanley (Clerk) **agreed** to draft the response on this.

**DM/19/02426/LB** | To replace the door frame and 3 windows within the front elevation | 68 Gilesgate Durham DH1 1HY (5 September). It was **agreed** to note this application.

**DM/19/02440/FPA** | Change of use from office building (B1 and A2) to Large House in Multiple Occupation (Sui-Generis) with shared facilities. | 4 Old Elvet Durham DH1 3HL (28 August). It was **agreed** to note this application.

**DM/19/02451/LB** | Listed Building Consent for the demolition of rear chimney and re-construct to a lower height | Hall Of Residence St Cuthberts Society 8 - 9 South Bailey Durham DH1 3EE (5 September). It was **agreed** to note this application.

**DM/19/02471/LB** | Re-Laying Slate Roof, Repair and Re-Pointing of External Stone Walls. Internal Works include Repairing of Water Damaged Plaster, Stabilising a Spiral Stair (Re-Submission DM/19/01023/LB) | Bishop Cosins Library Palace Green Library Palace Green Durham DH1 3RN (29 August). It was **agreed** to note this application.

**DM/19/02472/LB** | Pointing and Repair to Parapet Roof and 6No Windows (Re-submission DM/19/01032/LB) | Exchequer Building Palace Green Library Palace Green Durham DH1 3RN (5 September). It was **agreed** to note this application.

**DM/19/02473/LB** | Re-application of Waterproofing System to Flat Roof and Internal Plaster Repairs (Re-submission DM/19/01035/LB) | Durham University Palace Green Library Palace Green Durham DH1 3RN (5 September). It was **agreed** to note this application.

**DM/19/02487/AD** | To replace existing paper advertising unit with double sided digital advertising unit forming an integral part to a bus shelter | Bus Stop Newcastle Road Crossgate Moor DH1 4HX (28 August). It was **agreed** to note this application.

**DM/19/02537/FPA** | Single storey rear extension and a total of four dormer windows; two to rear and two to front roofslope | 9 Crossgate Peth Durham DH1

4PZ (5 September). It was **agreed** to object to this application. Cllr L Brown **agreed** to draft the response to this.

**11. Request to purchase land adjacent 80-90 Claypath (report included).**

It was **agreed** that the Clerk would write to DCC to confirm that the Committee had no objection to this request to purchase.

**12. Dates of future meetings**

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

13 September 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,

 D. J. Cawell. 30/8/2019.

Chair of the City of Durham Parish Council Planning Committee