

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 7th July 2023

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

Also present: Mr A Shanley (Parish Clerk), Mr John Ashby and Mr Roger Cornwell (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 28th June 2023

The minutes of the meeting held on 28th June 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 John Ashby 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.

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/23/01564/FPA | Alterations to internal layout, re-paint of rear, install 2 No. vent axia fans to first floor rear side elevation. Repairs to external wall on ground floor front elevation | Big Jug 83 Claypath Durham DH1 1RG. The Committee **approved** the response to this application.

DM/23/01565/LB | Alterations to internal layout, re-paint of rear, install 2 No. vent axia fans to first floor rear side elevation. Repairs to external wall on ground floor front elevation | Big Jug 83 Claypath Durham DH1 1RG. The Committee **approved** the response to this application.

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

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 **noted** that this application had now been refused.

DM/23/00711/CEU | Application for a Lawful Development Certificate for change of use of C3 Dwellinghouse to C4 HMO prior to the Article 4 Direction coming into force | 3 Alma Terrace Nevilles Cross Bank Durham DH1 4JQ. The Committee **noted** that this application had now been approved, in spite of concerns relating to the evidence submitted with this scheme.

(c) To consider the latest updates on the following planning application(s) in the parish:

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 **agreed** to maintain its objection to this proposal and **approved** the draft response by the Clerk to the latest amendments to this application.

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

Application for the grant of a premises licence by Mr Samuel Harper for 40 Winks. 40 South Street. Durham. DH1 4QP. It was **agreed** to note this application, subject to the clarification provided by the applicant regarding the conditions for part D of the operating schedule being added to the list of conditions.

Application for the grant of a premises licence by New Express Limited for Shop Local. 5 New Elvet. Durham. DH1 3AQ. It was **agreed** to note this application, subject to a request to the applicant that all coffee cups be changed to branded coffee cups so that littering associated with products from a premises can be identified.

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

a) To note:

DM/23/01685/PNC | Conversion of office space to 2no. two-bedroom flats | 7 Old Elvet Durham DH1 3HL. It was **agreed** to note this application.

DM/23/01686/FPA | 1no rooflight | 7 Old Elvet Durham DH1 3HL. It was **agreed** to note this application.

DM/23/01743/FPA | Replacement of ground floor window on front elevation with a door, and internal alterations in connection with disabled use of ground floor. | 216 Gilesgate Durham DH1 1QN. It was **agreed** to note this application.

DM/23/01744/LB | Replacement of ground floor window on front elevation with a door, and internal alterations in connection with disabled use of ground floor. | 216 Gilesgate Durham DH1 1QN. It was **agreed** to note this application.

b) To discuss:

DM/23/01777/FPA | Change of use of from hot food takeaway and bar on the ground and first floors to a large House in Multiple Occupation (HMO) (sui generis), including alterations to the west elevation and removal of two flues on the east elevation. | 29 - 33 Neville Street Durham DH1 4EY. It was **agreed** not to object to this application but to highlight why the Parish Council felt that this does comply with Policy 16. The Clerk **agreed** to draft the response to this application.

8. Update on the planning/licensing report for Durham City centre

The Clerk advised that Stefan and Lucy had produced an excellent report to date on the planning/ licensing regime for the City. The Clerk advised that the researchers were currently awaiting a copy of the relevant times from licensing at DCC in order to complete this report and that he would keep Members updated on how this progresses.

9. Consideration of draft responses to recent Supplementary Planning Documents and PROW Plan consultations by DCC

The Committee unanimously **approved** the draft responses to the Solar Energy and Parking and Accessibility SPD consultations and thanked the Clerk for drafting these responses.

The Committee also agreed to write in support of the Council's proposed PROW Improvement Plan but highlighted that this failed to include an assessment of the existing condition of the PROW network. The Committee agreed to ask for this and, in the event that this did not exist, to arrange a voluntary action day where volunteers would be encouraged to carry out an assessment and report this back to DCC.

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

21st July 2023
4th August 2023
18th August 2023

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

Signed,

G. Holland

Chair of the City of Durham Parish Council Planning and Licensing Committee
(21st July 2023)