

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:

- (a) 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.

(b) 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 refused 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

a) 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.

b) 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,

G. Holland

**Chair of the City of Durham Parish Council Planning and Licensing Committee
(13th October 2023)**