

# City of Durham Parish Council

## Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 10<sup>th</sup> November 2023

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

**Also present:** Mr A Shanley (Parish Clerk), Mr Roger Cornwell and Mr John Lowe (members of the public) and Mr Alex Allen, Mr Michael Fleming, Mr Alan Jobson and Ms Holly Jackson (representatives for Yume World).

### 1. Welcome and apologies

Apologies were received from Councillor 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 27<sup>th</sup> October 2023

The minutes of the meeting held on 27<sup>th</sup> October 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 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. Matters arising:

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

**DM/23/02963/TPO** | 1. Horse Chestnut - Prune to clear the overhead cable and BT pole by 1.5m 2. Sycamore - Prune to clear the overhead cable and BT pole by 1.5m and crown clean/deadwood 3. Sycamore - Crown clean and deadwood 4. Lime - Crown clean/deadwood and remove the epicormic growth from the main stem to a height of 3m 5. Sycamore - Crown clean and deadwood 7. Laburnum - Fell as close to current ground level as practical 8. Birch - Sever the ivy at the base and remove 1m from ground level 14. Beech - Prune to clear the overhead cable by 1.5m and crown clean/deadwood | Grey Lodge Whitesmocks Durham DH1 4LH. The Committee **approved** the response to this application.

**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. 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/23/01710/AD** | Rebranding of current front and side signage, replacement of wall mounted signage, replacement of existing awnings' material | 22 Silver Street Durham DH1 3RD. The Committee **noted** that this application had now been approved.

**(c) To consider the latest updates on the following planning and licensing application(s)/ appeal(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. The Committee **noted** that this review application is now going to a hearing on 28<sup>th</sup> November 2023. Councillor S Walker **agreed** to represent the Parish Council at this hearing.

**DM/23/02836/AD** | Installation of 9 no. freestanding external wayfinding signs around the site of Durham Cathedral. | Durham Cathedral The College Durham DH1 3EH. The Committee considered the additional information submitted by the Cathedral, including their report from their own internal access group, and **agreed** to note this application.

**DM/23/02630/VOC** | Removal of Condition(s) 5 (Archaeology Monitoring) and 6 (Archaeology Reporting and Monitoring) pursuant to planning permission DM/23/00527/FPA | 15 Moor Edge Crossgate Moor Durham DH1 4HT. The Committee noted the response from Archaeology to this application and agreed to support the Archaeology in maintaining their position on this proposal.

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

**Application for the grant of a premises licence by Lebaneat (Yarm) Limited for Manakeet. 22 Silver Street. Durham. DH1 3RD.** It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.

**Application to vary a premises licence by News Express Limited for Shop Local. 5 New Elvet. Durham. DH1 3AQ.** It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.

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

**a) To note:**

**DM/23/03156/PN56** | Install 1no fridge and 1no freezer or 2no storage containers for fieldwork kit. | Durham University Calman Learning Centre And Earth Sciences And Computing And Information Services Science Site South Road Durham DH1 3LE. It was **agreed** to note this application.

**DM/23/03124/LB** | Installation of 1no. new wrought iron handrail to a staircase | Durham University Palace Green Library Palace Green Durham DH1 3RN. It was **agreed** to note this application.

**DM/23/03088/FPA** | Demolition of existing rear garage and making good boundary wall. Erection of inner stone walls/fence and garden alterations. | 9 Crossgate Peth Durham DH1 4PZ. It was **agreed** to note this application.

**DM/23/03179/FPA and DM/23/03180/LB** | Externally existing signage and alarm box to be removed and made good; existing night safe's face plate

to be removed and existing aperture to be infilled with stonework to match existing; existing ATM to be removed and existing aperture to be infilled with stonework to match existing; existing letter boxes to be sealed internally; existing "BARCLAYS BANK" chambers texts to be removed and made good. Internally remove cashiers counters from the ground floor; remove all furniture and Barclays fittings from all floors; removal of metal cage from basement level; removal of 1no existing glazing partition and 1no existing glazing door from ground level. | 6 - 7 Market Place Durham DH1 3HL. It was **agreed** to note these applications, however the Clerk was asked to investigate the potential future use of this building with Barclays directly.

**DM/23/03221/FPA and DM/23/03222/LB** | Refurbishment of existing shopfront with replaced lighting and new framework to fascia to accommodate planting | 39 Saddler Street Durham DH1 3NU. It was **agreed** to note these applications.

**DM/23/03212/TPO** | Works to trees protected by TPO PN1-435-B as outlined in Tree Report submitted 25th Oct 2023 | Sheraton Park North Of Kirkwood Drive Nevilles Cross DH1 4FF. It was **agreed** to note this application.

**b) To discuss:**

**DM/23/02989/AD** | Display of 8 no. internally illuminated fascia signs and 3 no. non-illuminated hanging signs | Units 40 To 41 The Riverwalk Millburngate Durham DH1 4SL. Members expressed concerns to the representatives of Yume World regarding the potential for internal light pollution spilling into the public realm. Holly advised that she would take these back to her client and see if it might be possible to add some screening to the elevations to deter from light pollution. Holly advised that she would circulate additional information on this as soon as possible.

Members also expressed concerns about the arcade use of this site and asked when a likely change of use application would be coming forward. Holly advised that she understood that this had already been approved but confirmed that she would check on this too.

**DM/23/03129/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 | 37 Elvet Crescent Durham DH1 3AP. It was **agreed** to note this application.

**DM/23/03138/AD** | Erection and display of 4no illuminated fascia sign and 1no non-illuminated hanging sign | 9 The Riverwalk Millburngate Durham DH1 4SL

**DM/23/03150/CEU** | Application for a Lawful Development Certificate for change of use to HMO (Sui Generis) | 30 Highgate Durham DH1 4GA. It was **agreed** to note this application.

**DM/23/03167/CEU** | Application for a Lawful Development Certificate for existing use of property as large HMO (Sui Generis) | 99 Gilesgate Durham DH1 1JA. It was **agreed** to note this application.

**DM/23/03225/CEU** | Application for a Lawful Development Certificate for change of use to C4 (HMO) prior to the Article 4 Direction coming into

force | 9 Percy Square Durham DH1 3PZ. It was **agreed** to note this application.

**DM/23/03228/TPO** | Fell and remove Tree A (Ash, dead from ADB), Tree B (Dead Hawthorn) | Land North Of 2 Richardby Crescent Durham DH1 3TY. It was **agreed** to note this application.

**DM/23/03256/TPO** | Various works to trees covered by a Tree Preservation Order detailed on the received application form. | Durham Miners Association Miners Hall Flass Street Durham DH1 4BE. It was **agreed** that the Clerk should approach the Chief Executive of Redhills and ask if one of the sycamore trees scheduled for felling could be retained.

**8. To consider the latest updates with ongoing enforcement issues in the parish area**

The Clerk updated the Council that the enforcement cases for 2 Albert Street and 41 Fieldhouse Lane were ongoing and that he continued to pursue these issues directly with the relevant case officers.

**9. To review the Planning and Licensing Committee's strategic aims for 2024/25**

The Clerk reminded Members that the Parish Council has agreed to formulate its strategy for 2024/25 ahead of the budget setting process in January 2024.

As part of this, all Parish Council Committees are being asked to agree their priorities for the forthcoming financial year so that this can feed into the Parish Council's budget agreement.

For this current year, the Clerk highlighted that Members had agreed that the five overarching priorities for the Parish Council are as follows:

- 1.** Being an ambitious voice for the city
- 2.** Enhancing the physical and mental wellbeing of our residents and addressing inequalities in our parish
- 3.** Upholding the Neighbourhood Plan and representing the parish on planning matters
- 4.** Creating a positive environment for businesses and encouraging tourism to improve prosperity of parish
- 5.** Taking action to combat the climate and ecological emergencies.

The Committee considered its own priorities for 2024/25 and **agreed** these priorities as follows:

## Planning and Licensing Committee

<b>Council priorities 2024/25</b>	<b>Planning priorities 2024/25</b>	<b>Looking Forwards initiative(s)</b>
<b>1. Being an ambitious voice for the city</b>	Representing the Parish as a consultee on planning matters	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City  Theme 4: A City With Attractive And Affordable Places To Live
	Consulting the Parish on planning matters	Theme 1: A City With A Sustainable Future
<b>2. Enhancing physical and mental wellbeing of our residents and addressing inequalities in our parish</b>	Ensuring schemes deliver the required levels of affordable housing and adapted housing for the disabled and elderly.	Theme 4. A City With Attractive And Affordable Places To Live
	Promoting the creation and adoption of new Public Rights of Way and ensuring that they are accessible to all.	Theme 2: A Beautiful And Historic City  Theme 5: A City With A Modern And Sustainable Transport Infrastructure
	Protecting our green infrastructure and assets within our parish boundary and ensuring that they are used to the best possible public benefit.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City

<b>3. Upholding the neighbourhood plan and representing the parish on planning matters.</b>	Upholding the development plans for the area i.e. Neighbourhood Plan and County Durham Plan.	<p>Theme 1: A City With A Sustainable Future</p> <p>Theme 2: A Beautiful And Historic City</p> <p>Theme 4: A City With Attractive And Affordable Places To Live</p>
	To maintain and develop an evidence-base to update the Neighbourhood Plan and comment on planning applications.	<p>Theme 1: A City With A Sustainable Future</p> <p>Theme 2: A Beautiful And Historic City</p> <p>Theme 4: A City With Attractive And Affordable Places To Live</p>
	Protecting our World Heritage Site, Conservation Areas and designated and non-designated heritage assets.	Theme 2: A Beautiful And Historic City
	Delivering a Conservation Area Management Plan	Theme 2: A Beautiful And Historic City
	Protecting against overdevelopment	<p>Theme 1: A City With A Sustainable Future</p> <p>Theme 2: A Beautiful And Historic City</p>

		Theme 4: A City With Attractive And Affordable Places To Live
<b>4. Creating a positive environment for businesses and encouraging tourism to improve prosperity of parish</b>	Supporting accommodation above retail units in the City centre.	Theme 1: A City With A Sustainable Future  Theme 4: A City With Attractive And Affordable Places To Live
	Supporting tourist attractions and transport infrastructure for the visitor economy	Theme 1: A City With A Sustainable Future
<b>5. Taking action to combat the climate and ecological emergencies.</b>	Putting green future at the heart of planning considerations	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City
	Resisting schemes which do not deliver net zero by 2030 and supporting those which do.	Theme 1: A City With A Sustainable Future

<b>Council priorities 2023/24</b>	<b>Licensing priorities 2023/24</b>	<b>Looking Forwards initiative(s)</b>
<b>1. Being an ambitious voice for the city</b>	Representing the Parish on licensing matters	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City
<b>2. Enhancing physical and mental wellbeing of our residents and addressing inequalities in our parish</b>	Ensuring that all new licensing applications and existing premises promote the four licensing objectives.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City

	Empowering our residents to make informed representations on licensing matters.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City  Theme 3: A City with a diverse and resilient economy
	Supporting a cumulative impact policy for the parish  Supporting a late night-levy on licensed premises in the parish.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City  Theme 3: A City with a diverse and resilient economy
	Making licensing as open as possible through hosting an online licensing map	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City
	Making the City more accessible to all by representing the needs of all users in relation to pavement and outdoor seating applications.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City  Theme 3: A City with a diverse and resilient economy
<b>3. Upholding the neighbourhood plan and representing the parish on planning matters.</b>	Ensuring that the objectives of licensing and planning are aligned.	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City  Theme 3: A City with a diverse and resilient economy
<b>4. Creating a positive environment for businesses and encouraging tourism</b>	Promoting the early evening economy to families and tourists	Theme 1: A City With A Sustainable Future  Theme 2: A Beautiful And Historic City



<b>to improve prosperity of parish</b>		Theme 3: A City with a diverse and resilient economy
<b>5. Taking action to combat the climate and ecological emergencies.</b>	To encourage all new taxi licenses granted by DCC to be for low emissions/ electrical vehicles only.	Theme 1: A City With A Sustainable Future

#### **10. Consideration of the Planning and Licensing Committee's draft budget proposal for 2024/25**

Councillor E Ashby expressed concerns that the Planning and Licensing Committee represents an enormous amount of work for the Parish Council and yet the proposed budget did not reflect this in comparison with other Committees' budgets. Councillor E Ashby also expressed concerns that only £600 had been earmarked towards improving the night time economy.

It was **agreed** that this item should be revisited at the meeting on 24<sup>th</sup> November 2023.

#### **11. Dates of future meeting(s) of this Committee:**

24<sup>th</sup> November 2023  
8<sup>th</sup> December 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  
(24<sup>th</sup> November 2023)**