



City of Durham Parish Council

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Date of Summons: 23rd July 2024

SUMMONS

To all Members of the City of Durham Parish Council's Planning and Licensing Committee: Councillors E Ashby, J Ashby, N Brown, R Hanson, G Holland, C Lattin and S Walker.

You are hereby summoned to attend the **Planning and Licensing Committee meeting** to be held **via Zoom at 12:00pm on Monday 29th July 2024** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/83369217909>

Meeting ID: 833 6921 7909

Members of the public and press are also cordially invited to attend. Members of the public may address Council, Committee or Sub-Committee meetings for up to three minutes, with the agreement of the Chair of the meeting, provided that the statement is related to an item on the agenda. The speaker should approach the Clerk before the meeting commences to request to speak during the meeting.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Health & Safety, Civility and Respect and Human Rights plus Social, Economic and Environmental matters.

Yours faithfully,

A. Shanley

Mr Adam Shanley
Clerk to the City of Durham Parish Council

AGENDA

- 1. Welcome and apologies**
- 2. To receive any declarations of interest from members.**
- 3. To receive and approve as a correct record the minutes of the meeting held on 12th July 2024**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Discussion on the process for considering new Children's Homes applications (Use Class C2)**
- 6. Matters arising:**

(a) To approve the draft response(s) to the following planning and/ or licensing application(s):

DM/24/01720/AD | Display of vinyl graphics on red dibond panels installed externally to shop windows | 38 The Riverwalk Millburngate Durham DH1 4SL

(b) To consider the outcomes of the following planning application(s)/ appeal(s) in the parish area:

DM/24/01274/FPA | Garage conversion to habitable accommodation including replacement of garage door with window and masonry wall. | 38 Highgate Durham DH1 4GA

DM/24/00990/TPO | Crown reduction and reshape of 1no Beech Tree (T1) by 20% (Amended Description) | 12 The Bowers Durham DH1 4EH

DM/24/00402/FPA | Change of use of ground floor office (E) to a 2-bedroom flat (C3) for student accommodation including replacement of 1no window for 1no door and window to rear | 44 Claypath Durham DH1 1QS

DM/23/02236/FPA | Sub-divide dwelling (C3) into 3no flats (Part Retrospective) | 1 Beech Crest Durham DH1 4QF

DM/24/01173/FPA | Demolition of existing school buildings and development of a replacement school building and works to the retained Springwell Hall, along with car parking, hard and soft landscaping including works to trees, replacement playing pitches, and access arrangements. | St Leonards Catholic School North End Durham DH1 4NG

Appeal for DM/23/01996/VOC | Variation of Condition 4 (Opening Hours) pursuant to DM/16/03376/FPA | 17 Hallgarth Street Durham DH1 3AT

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

a) To note:

DM/24/01906/FPA and DM/24/01907/LB | To repoint the front of the property using a traditional lime pointing mix, to supply and fix new Sandstone Sills to ground and first floor | 25 Hallgarth Street Durham DH1 3AT

DM/24/01881/FPA | Single Storey Rear and Side Extension | 7 Deyncourt Durham DH1 3QB

DM/24/01903/FPA | Single storey side extension to form a boot room, reconfiguration to master bedroom with alteration to window to northern elevation, and erection of single storey detached garden room to be used as a home gym | Endor Darlington Road Durham DH1 4PH

b) To discuss:

DM/24/01694/FPA | Installation of glazed outdoor seating area and retractable canopy to rear, replacement windows and internal alterations to facilitate use as cafe and desserts lounge | 19A Silver Street Durham DH1 3RB

DM/24/01814/FPA | First floor side extension with balcony, zinc feature entrance to front, zinc, render and timber cladding to walls, raised walkway and terrace and alterations to existing fenestration. | Hillcrest Springfield Park Durham DH1 4LS

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

Northern Stores and Deli	Café at the Quarter 38 High Street Prince Bishops Shopping Centre Durham DH1 3UL	Application for the grant of a premises licence Sale of alcohol (on and off the premises) Monday to Sunday 10.00am to 11.00pm	30 July 2024
CD Wines Limited	Crush 76 North Road Durham DH1 4SQ	Application for the grant of a premises licence Sale of alcohol (on the premises) Monday to Sunday 12.00pm to 11.00pm	7 August 2024

9. To consider the latest updates on the project with DCC to produce an evidence base for Non-Designated Heritage Assets (NDHAs) in the Conservation Area.

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

9th August 2024
23rd August 2024
6th September 2024

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 12th July 2024

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

Also present: Mr A Shanley (Parish Clerk), Mr Roger Cornwell, Mr John Lowe and Mr Francis Whalley (members of the public).

1. Welcome and apologies

No apologies were received.

2. To receive any declarations of interest from members.

Councillor S Walker declared an interest in application DM/24/01020/AD and took no part in the discussion on this application.

3. To receive and approve as a correct record the minutes of the meeting held on 28th June 2024

The minutes of the meeting held on 28th June 2024 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.

Mr Francis Whalley advised that he was attending the meeting with a general interest in all Agenda items.

5. Matters arising:

(a) To approve the draft response(s) to the following planning and/ or licensing application(s):

DM/24/00770/FPA | Single storey rear extension to create 1no 2-bedroom dwelling, new vehicle access and the installation of new perimeter fencing at a height of 1.8 metres. | 2 Palmers Close Church Street Head Durham DH1 3DN. The Committee **approved** the response to this application.

(b) To consider the latest updates on the following planning application(s)/ appeal(s) in the parish area:

DM/24/01439/CEU | Certificate of existing lawful use for restaurant (class E) | 19A North Road Durham DH1 4SG. The Committee **noted** that the extractor fan system did not appear to be in accordance with the 2020 application approved by the Local Planning Authority. The Clerk highlighted that he had raised this with the case officer and that they were expecting a separate application to come

forward for this new extractor fan or else the LPA would be considering taking enforcement action. The Clerk advised that he would keep the Committee updated on how this case progresses.

(c) To consider the outcomes of the following planning application(s)/ appeal(s) in the parish area:

DM/24/01241/PN56 | Prior approval for change of use from class E to 5 residential dwellings (class C3) | Bridge House North Road Durham DH1 4PW. The Committee **noted** that this application has now been refused.

DM/24/01117/FPA | Change of use of first and second floors (Use Class C3) to use as cafe/restaurant in connection with existing ground floor cafe (Use Class E) with provision of additional seating, kitchen and toilet facilities | 53-53A North Road Durham DH1 4SF. The Committee **noted** that this application has now been approved.

DM/24/01020/AD | Erection of a community notice board | Land West Of Park House Road Durham DH1 3QQ. The Committee **noted** that this application has now been approved.

Appeal for DM/23/02118/FPA | Change of use from a C3 Dwellinghouse (Use Class C3) to a HMO (Use Class C4) with associated internal alterations. | 12 The Hallgarth Durham DH1 3BJ. The Committee **noted** that this appeal has now been approved.

DM/23/02672/FPA | Construction of access road to serve commercial area. | Land South Of South College The Drive Durham DH1 3LD. The Committee **noted** that this application has now been approved, albeit with some disappointment that the proposed BNG gain can be delivered anywhere across County Durham as opposed to the specific electoral division in which the site falls.

DM/24/00705/FPA | Redevelopment of existing shopping centre comprising partial demolition of the shopping centre above the existing mall level (Levels 5 and above) and erection of replacement commercial units (Class E), a hotel (Class C1) and purpose-built student accommodation (Sui Generis) at Level 5 and above, along with a new outdoor public square and public realm improvements. External alterations to the boat repair and maintenance workshop including use of external areas to create outside terraces for leisure use (Levels 0 and 1) (Class E), external alterations to the elevations of the retained areas of the shopping centre and car park, hard and soft landscaping and other associated works. | Prince Bishops Shopping Centre High Street Durham DH1 3UJ. The Committee noted that this application had now been approved by the County's Planning Committee. The Committee took the opportunity to thank Councillor J Ashby for representing the Parish Council on this application and, in particular, ensuring that the proposed numbers demonstrating housing need were not accepted by the Local Planning Authority. The Committee expressed its disappointment that the application had been approved with only a fraction of the Section 106 monies owed for Open Space enhancement.

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

c) To note:

DM/24/01114/FPA | External decoration works to front elevation including walls, woodwork, guttering, downpipes, sills and plinths. Renewal of high-level

gutter to northern end of front elevation. Erection of greenhouse and summerhouse to rear | 47 South Street Durham DH1 4QP. It was **agreed** to note this application.

DM/24/01273/LB | Replacement of 2no. wall lamps to front entrance. | Haughton House St Johns College 1 - 7 South Bailey Durham. It was **agreed** to note this application.

DM/24/01612/FPA | Proposed replacement of decayed windows | 14 Nevilledale Terrace Durham DH1 4QG. It was **agreed** to note this application.

DM/24/01632/FPA | Demolition of existing garage and erection of single storey side extension | 5 Priors Close Crossgate Moor Durham DH1 4AN. It was **agreed** that the Clerk and Councillor E Ashby should review the size of the garage and to see if this met the size requirements to be considered an in-curtilage car parking space. On the basis that it did, the Committee **agreed** to object to this application.

DM/24/01712/PN56 | Replacement entrance doors to Bill Bryson Library. | Durham University University Library Stockton Road Durham DH1 3LY. It was **agreed** to note this application.

DM/24/01715/FPA | Replacement telescope housing to Rochester Building roof | Durham University Ogden Centre Science Site South Road Durham DH1 3LE. It was **agreed** to note this application.

DM/24/01623/LB | Repair and rebuild left front chimney and removal of all loose mortar and damaged bricks and repoint and repair to right chimney. | 56 South Street Durham DH1 4QP. It was **agreed** to note this application.

DM/24/01719/FPA | Proposed replacement of existing footpath within Crook Hall Gardens including widening to 1.2m with new resin bound surface. | Historic Property And Gardens Crook Hall Sidegate Durham DH1 5SZ. It was **agreed** to note this application.

DM/24/01693/FPA | Construction of front porch, single storey rear extension, installation of window to eastern gable end, and 1.8m high boundary fence to side. | 6 Fowler Wynd Durham DH1 3EZ. It was **agreed** to note this application.

DM/24/01750/FPA | Replacement of decayed wood frame and surrounding sections of dormer window. | 5 Albert Street Durham DH1 4RL. It was **agreed** to note this application.

d) To discuss:

DM/24/01698/LB | Investigation works comprising a range of 25mm cores and 50x50mm patches removed from concrete structure to test for: carbonation depth; chloride concentration; likelihood of active corrosion in reinforcement; material composition; moisture content; potential for future corrosion in reinforcement | Kingsgate Bridge New Elvet Durham DH1 1XF. It was **agreed** to note this application. In its deliberations over the merits of this application, the Chair raised the query as to why the repairs for Kingsgate Bridge required planning consent whereas the demolition of Leazes Bridge did not. Whilst the Clerk highlighted that the matter of Leazes Bridge was not a substantive item on the Agenda and therefore could not be discussed at this Committee meeting, it was highlighted that Kingsgate Bridge is a Grade I Listed building and this is a Listed Building application. Councillor C Lattin also indicated that she would be proposing a motion on the matter of Leazes Bridge to the forthcoming Full Council meeting.

DM/24/01720/AD | Display of vinyl graphics on red dibond panels installed externally to shop windows | 38 The Riverwalk Millburngate Durham DH1 4SL. It was **agreed** to object to this application. Councillors J Ashby and E Ashby **agreed** to draft the objection letter to this application.

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

Application for the Grant of a Club Premises Certificate by Durham University for two marquees at Durham University Rushford Court Club. Rushford Court. North Road. Durham. DH1 4RY. It was **agreed** to note this application.

Application for the grant of a premises licence by Northern Stores and Deli for Café at the Quarter. 38 High Street. Prince Bishops Shopping Centre. Durham. DH1 3UL. It was **agreed** to defer a decision on this application until the full plans and application were received.

8. To consider the proposed draft Statement of Licensing Policy 2024-29

It was **agreed** to defer the discussion on this item until Members had sufficient time to consider the draft Statement of Licensing Policy proposed to the County's Licensing Sub-Committee.

9. Proposed project with DCC on production of an evidence base for Non-Designated Heritage Assets (NDHAs) in the Conservation Area.

The Clerk reminded Members that the Parish Council is working together with Durham County Council on the production of a Conservation Area Management Plan. As part of this work, Lee Hall needs to produce an evidence base for the existing list of non-designated heritage assets within the Durham City Conservation Area. Most of these assets have been identified over time either through the day-to-day planning process, the creation of the Durham City Neighbourhood Plan or the production of the Conservation Area Character Appraisal in 2016.

In total, the Clerk advised that there are currently 314 such assets on the existing list and each one of these needs to be assessed via a survey, with the asset being scored based on a set of criteria. There is also a need to provide an up-to-date photo of the asset itself.

Due to current resourcing issues, it is not possible for Lee and DCC's Conservation team to carry out this work alone and they have therefore reached out to the Parish Council as well as colleagues within the City of Durham Trust to ask for our support in producing this evidence base.

The deadline for completing this survey work is now the end of August/ beginning of September 2024 and the Clerk advised that there will be a need for recruitment of volunteers to complete this work.

The Committee **agreed** to work proactively on this priority and to report this to Full Council accordingly.

10. To agree the responses to the following Supplementary Planning Document (SPD) consultations

The Committee unanimously **approved** the draft responses to the SPD consultations as follows:

- Second draft of the Shopfront Design Guide Supplementary Planning Document (SPD)
- Second draft of the Energy Efficiency, Renewables, and the Historic Environment SPD
- First draft of the Non-Designated Heritage Assets SPD
- First draft of the Biodiversity SPD

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

29th July 2024

9th August 2024

23rd August 2024

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

Signed,

Chair of the City of Durham Parish Council Planning and Licensing Committee
(12th July 2024)