



City of Durham Parish Council

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Date of Summons: 30th September 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 Friday 4th October 2024** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/81805816789>

Meeting ID: 818 0581 6789

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 20th September 2024**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Follow-up letter to Member of Parliament regarding Fleecehold estates**
- 6. Matters arising:**

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

DM/24/01957/FPA and DM/24/01958/LB | Installation of new first floor window to front elevation, new timber sash windows and timber door to front elevation, creation of new bedroom with installation of stud partition and internal door to first floor, repair of render to front elevation. | 52 Claypath Durham DH1 1QS

DM/24/02365/FPA | Proposed internal and external alterations including converting storage room into additional bedroom | 1 Cross View Terrace Durham DH1 4JY

Letter re: call-in request for DM/24/00938/FPA | Two storey side and rear extension | 7 Springwell Road Durham DH1 4LR

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

DM/24/00592/CEU | Application for a Lawful Development Certificate for existing use of property as seven-bedroom HMO (Sui Generis) prior to the Article 4 Direction coming into force | 6 Ravensworth Terrace Durham DH1 1QP

DM/23/01077/FPA | Proposed development of 26 holiday lodges, security office and associated recreational hub with access, parking and landscaping. | Land To The North Of Industrial Estate Frankland Lane Durham DH1 5TA

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

a) To note:

DM/24/02177/FPA | Re-design of garage and garden room approved under application DM/22/03818/FPA | Crook Hall Farmhouse Sidegate Durham DH1 5SZ

DM/24/02275/FPA | Change of use of Suite 1 on the third floor from offices to use for provision of medical or health services (Use Class E(e)) | Third Floor 7 Old Elvet Durham DH1 3HL

DM/24/02284/FPA | Change of use of Suite 2 on the third floor from offices to use for provision of medical or health services (Use Class Class E(e)) | Third Floor 7 Old Elvet Durham DH1 3HL

DM/24/02313/LB | Re-open rear basement window to garden and re-roofing of rear extension | 27 Old Elvet Durham DH1 3HN

DM/24/02413/FPA | Removal of existing conservatory and canopy to the rear of the property with installation of new balustrade, replacement of window and door to front and application of infill composite cladding, installation of 2no. new windows to the side and associated external works. | 44 Orchard Drive Durham DH1 1LA

DM/24/02552/LB | Internal alterations to first floor | 22 - 23 Market Place Durham DH1 3NJ

DM/24/02540/FPA | Replacement of existing windows to blocks B, C, and D | Durham University Trevelyan College Elvet Hill Road Durham DH1 3LN

DM/24/02310/LB | Retention of the removal of decayed timber lintels above window and installation of new Naylor R6 concrete lintels and application of lime-based render in affected areas and repaint | Flat 1 29B Church Street Durham DH1 3DG

DM/24/02563/FPA | Reinstatement of boundary wall with Durham University to south side of A690 Leazes Road, near Gilesgate roundabout, in Durham City Centre. | Land To The North East Of Durham University School Of Education Pelaw Leazes Lane Durham DH1 1TA

DM/24/02531/FPA and DM/24/02532/LB | Installation of a new mechanical ventilation system in ceiling and roof void including 2no. cowls in roof. | Finbarrs Aykley Heads House Aykley Heads Durham DH1 5TS

DM/24/02605/VOC | Variation of condition 2 (approved plans) pursuant to planning permission DM/22/03505/FPA to allow changes to the design/materials of the building and landscaping changes. | DLI Museum Durham DH1 5TU

b) To discuss:

DM/24/02518/FPA | Change of use of the upper floors (class E) to a 6-bed HMO (use class C4) | 27 - 28 Silver Street Durham DH1 3RD

DM/24/02095/FPA | Single storey extension to be used as domestic swimming pool, gym, changing room, plant room to the north and eastern elevation with associated internal and external alterations. Demolition of existing single storey garage structure and construction of new 5 bay garage. | Hillcrest Potters Bank Durham DH1 3RR

DM/24/02571/TPO | Pruning works to 5no. trees within Durham City Conservation Area and/or subject to Tree Preservation Order to facilitate construction activities This application gives notice that the applicant intends to prune trees nos. 32, 36, 37, Tree 1 and Tree 2. For the avoidance of doubt, nos. 32, 36 and 37 require pruning to facilitate a temporary site access and Tree 1 and Tree 2 require pruning to facilitate the siting of the welfare cabin on the existing MUGA. | St Leonards Catholic School North End Durham DH1 4NG

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

Fowlers Durham Limited	Fowlers Back Silver Street Durham DH1 3RA	Minor variation of a premises licence To remove all conditions within annex 2 of the premises licence and replace with more up to date appropriate conditions for the promotion of the licensing objectives	3 October 2024
Durham University	Durham University Business School The Waterside Building Riverside Place Durham DH1 1SL	Application for the grant of a premises licence Sale of alcohol (on and off the premises) Monday to Saturday 10.00am to 11.00pm, Sunday 10.00am to 10.30pm	16 October 2024

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

18th October 2024
1st November 2024
15th November 2024

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 20th September 2024

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

Also present: Mr A Shanley (Parish Clerk) and Mr John Lowe, Dr Francis Whalley, Mr Roger Cornwell, Mr Allan Gemmill and Ms Sue Childs (members of the public).

1. Welcome and apologies

Apologies were received from Councillor N Brown. The Chair accepted that Councillor V Ashfield was attending the meeting as Councillor N Brown's substitute for the purposes of this meeting.

No other apologies were received.

2. To receive any declarations of interest from members.

Councillor J Ashby declared an interest in application DM/24/02459/FPA and took no part in the discussion or vote on this application.

The Clerk advised that he is the applicant for application DM/24/02447/AD.

3. To receive and approve as a correct record the minutes of the meeting held on 6th September 2024

The minutes of the meeting held on 6th September 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 John Lowe advised that he was attending the meeting with a general interest in all Agenda items.

Dr 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 Roger Cornwell also raised concerns that the application for 80 Hallgarth Street had been approved, in spite of the request by the City of Durham Parish Council that the application be called-in to the Central and East Area County Planning Committee for its determination. The Clerk advised that the case officer had reached out to the Parish Council in the interim and had confirmed that the issues raised as part of the Parish Council's objection and call-in letter had been addressed and therefore the Planning Committee had agreed in writing to withdraw the call-in request and were content to see the application approved.

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

Ms Sue Childs advised that she was attending the meeting to contribute to the discussion on item 5.

5. 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.

The Chair welcomed Sue Childs to the meeting and thanked her for her ongoing work as part of this important project.

Sue thanked all of the volunteers who had returned their assessments within the allotted timescales and advised that there were approximately 30 assets yet to be assessed as part of this project. It was agreed that Sue Childs, John Ashby, Walia Kani and the Clerk should complete these assessments at the earliest opportunity to finish the project.

The Committee noted with thanks the very kind letter from Lee Hall commending the volunteers and especially Sue for all her work on this project.

6. To approve the draft responses to the consultation on proposed changes to the National Planning Policy Framework

The Clerk took the opportunity to thank Members and partners for their support in considering the 106 questions as part of the extensive NPPF consultation earlier this month. The Clerk advised that these had been carefully considered and that the full response had been drafted in accordance with the discussions on this important consultation.

Members unanimously **agreed** the draft responses to this important consultation and thanked the Clerk for writing these on behalf of the Parish Council.

7. Update on the production of the World Heritage Site Setting Study

The Committee considered the content of the recent World Heritage Site Setting Study, carried out by CBA Associates, on behalf of Durham County Council and the Parish Council as a joint funding partner of this project. The Clerk advised that he felt that this report was highly welcome. Mr John Lowe advised that he was concerned that the Setting Study focused a lot on buildings as opposed to the impact of trees within the World Heritage Site and the value that they add to its setting. Equally, there appeared to be little mention of the former pilgrim routes within Durham and no mention at all of the important policies within the Durham City Neighbourhood Plan in relation to the World Heritage Site.

The Clerk advised that he would be meeting with DCC colleagues and CBA Associates in the coming days and would highlight these issues to them. The Clerk reminded Members that the Study is in draft form at present and the Committee thanked DCC for their ongoing engagement on this important work.

8. Matters arising:

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

Follow up letter on call-in request re: DM/24/00938/FPA | Two storey side and rear extension | 7 Springwell Road Durham DH1 4LR. The

Committee **approved** the follow-up letter to the Planning Development Manager on the matter of the call-in issue.

DM/24/02164/FPA | Single storey rear extension to existing small HMO (Use Class C4) with loft conversion and installation of 4 no. velux roof lights | 3 Lawson Terrace Durham DH1 4EW. The Committee **approved** the response to this application.

Minor variation of a premises licence application by Stonegate Pub Company Limited for The Three Bridges. 80-83 North Road. Durham. DH1 4SQ. The Committee **approved** the response to the Environmental Health team in relation to this issue.

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

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. The Committee **noted** that this application has now been approved.

DM/24/01439/CEU | Certificate of existing lawful use for restaurant (class E) | 19 North Road Durham DH1 4SG. The Committee **noted** that this application has now been approved but the Clerk advised that he has also followed up on the enforcement issue in relation to the extractor system.

DM/24/00129/FPA | Loft conversion comprising rear dormer window with additional bedroom and en-suite to existing five-bedroom HMO | 15 Mistletoe Street Durham DH1 4EP. The Committee **noted** that this application has now been refused.

DM/23/02630/VOC | Removal of Conditions 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** that this application has now been refused and commended the County Council for its work in safeguarding the important archaeology of this site.

DM/21/01117/FPA | Demolition of the former North East Motorcycles showroom and construction of a two-storey building with ground floor commercial unit (Class E) and residential accommodation above, and construction of a two-storey residential building on the land to the rear to create a combined total of 9 self-contained C3 apartments (Resubmission of previous application DM/20/00873/FPA). | North East Motor Cycles Darlington Road Durham DH1 4PE. The Committee **noted** that this application has now been withdrawn.

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

DM/24/00938/FPA | Two storey side and rear extension | 7 Springwell Road Durham DH1 4LR. The Committee considered the latest amendments to this proposal and **agreed** that a site visit with the senior case officer should be arranged and the matter of the call-in request should also be pursued.

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

c) To note:

DM/24/02336/TPO | T1. Sycamore - Reduce over hang to neighbours by 1-1.5m T2. Sycamore - Reduce over hang to neighbours by 1-1.5m and crown thin by 15% G3. Conifer group - reduce height by 50% G4. Elm group - reduce back from neighbours by 1m and thin by 10% T5. Lime - crown lift to 6m | 4 Bishops Gate Durham DH1 4JU. It was **agreed** to note this application.

DM/24/02399/TPO | T1. Ash - Fell to ground level due to extensive Ash Die Back | The Gardeners Cottage Elvet Moor Durham DH1 3SY. It was **agreed** to note this application.

DM/24/01373/FPA | Installation of a secure cycle storage facility for 60no bicycles with cargo stands for 4no E-Bikes with charging ports | Elm Block Stephenson College South Road Durham DH1 3DE. It was **agreed** to note this application.

DM/24/02254/FPA | Demolition of existing garage and outbuilding and formation of 2no. off-street car parking spaces to rear, including erection of 1.8m timber gates and felling of 1no. Ash tree (T3) | 57 Gilesgate Durham DH1 1HY. It was **agreed** to note this application.

DM/24/02492/TPO | Ash (R072914001) Remove deadwood > 35mm diameter | Graveyard St Margarets Crossgate Durham DH1 4PS. It was **agreed** to note this application.

DM/24/02447/AD | Installation of 1 no. green aluminium post-mounted community noticeboard | Playground Laburnum Avenue Durham DH1 4HA. It was **agreed** to note this application.

DM/24/02459/FPA | Single storey garage & utility extension to north, first floor bedroom & bathroom extension to south, refurbishment including repointing, window repairs & new rainwater goods and refurbishment and re-roofing of outbuilding | Stonebridge Mill Farm Lowes Barn Bank Nevilles Cross Durham DH1 3RU. It was **agreed** to note this application.

d) To discuss:

DM/24/01957/FPA and DM/24/01958/LB | Installation of new first floor window to front elevation, new timber sash windows and timber door to front elevation, creation of new bedroom with installation of stud partition and internal door to first floor, repair of render to front elevation. | 52 Claypath Durham DH1 1QS. It was **agreed** to object to these applications and also call these applications in to the Central and East Area County Planning Committee. Councillor J Ashby **agreed** to draft the response to these applications.

DM/24/02365/FPA | Proposed internal and external alterations including converting storage room into additional bedroom | 1 Cross View Terrace Durham DH1 4JY. It was **agreed** to object to this application and also call this application in to the Central and East Area County Planning Committee. The Clerk **agreed** to draft the response to this application.

DM/24/02474/VOC | Variation of condition 2 (Approved Plans) pursuant of planning permission DM/23/03743/FPA to install a larger balcony | Goldrill Farnley Hey Road Durham DH1 4EA. It was **agreed** to note this application.

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

4th October 2024
18th October 2024
1st November 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
(4th October 2024)**