



City of Durham Parish Council

The City of Durham Parish Council. Office 3, Clayport Library. 8 Millennium Place. Durham. DH1 1WA.

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Date of Summons: 31st March 2025

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 10:00am on Friday 4th April 2025** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/85080099974>

Meeting ID: 850 8009 9974

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 21st March 2025**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Matters arising:**

(a) To approve the response(s) to the following planning / licensing application(s)/ appeal(s):

DM/24/03297/FPA | Demolition of existing buildings and construction of 9 houses in multiple occupation (HMOs) (Use Class C4) in two blocks | Rowanwood Clay Lane Durham DH1 4QL

Application for the Grant of a premises licence by Newgate Pubs and Bars Company Limited for **Mayfair Pub and Kitchen**. Unit 22 - 24. The Riverwalk. Milburngate. Durham. DH1 4SL.

(b) To consider the outcome of the following planning applications in the parish area:

Appeal for 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

DM/25/00271/VOC | Variation of condition 4 (delivery hours) pursuant to planning permission DM/21/01752/FPA | 37 North Road Durham DH1 4SE

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

a) To note:

DM/25/00671/AD | Display of several banner style advertisements to street light column Nos. 670, 671, 672, 673, 674, 675, 676, 677, 678, 514, 679, 515. North Road Durham | North Road Durham.

DM/25/00788/FPA | Single storey rear extension | 5 Homer Terrace Nevilles Cross Bank Durham DH1 4JT

DM/25/00394/FPA | Loft extension with pitched roof and rooflights, replacement of existing conservatory with lean-to roof extension of the same footprint and removal of upper conservatory area to add timber pergola for existing patio/balcony area | 44 Orchard Drive Durham DH1 1LA

DM/25/00643/FPA | Two storey side, rear and front extensions and demolition of garage. Alterations to garden | 7 Diamond Terrace Durham DH1 5SX

DM/25/00824/FPA | Replace timber boundary fence with a brick boundary wall | 1 Beechways Durham DH1 4LG

b) To discuss:

DM/25/00778/LB| Replacement fascia sign over passageway (retrospective) | Big Jug 83 Claypath Durham DH1 1RG

DM/25/00809/FPA| Conversion of integral garage, insertion of window and extend drive| 6 Lowes Wynd Durham DH1 4NT

7. To consider the following new licensing application(s) within the parish area:

Collected Books Limited	Collected Books 44 - 45 The Riverwalk Milburngate Durham DH1 4SL	Minor variation of a premises licence To update the premises address to 44-45 The Riverwalk, DH1 4SL. To expand the premises, adding an additional plan to the existing premises licence which will incorporate Unit 45 The Riverwalk as an additional floor downstairs. This additional floor will exclusively hold book stock for browsing and buying, there will be no seating downstairs, and no drinks (alcoholic or otherwise) will be permitted downstairs so the sale and consumption of alcohol will continue to be confined to Unit 44 alone.	7 April 2025
Sweet Treat Durham Limited	Treats Tea Room Café 10/11 Silver Street Durham DH1 3RB	Application for the grant of a premises licence Sale of alcohol (on and off the premises) Monday to Sunday 11.00am to 10.00pm	18 April 2025

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

Tuesday 22nd April 2025

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 10:00am on Friday 21st March 2025

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

Also present: Mr A Shanley (Parish Clerk), County Councillor Liz Brown and Mr John Lowe, Mr Roger Cornwell and Mr Allan Gemmill (members of the public).

1. Welcome and apologies

None received however Councillor S Walker arrived later in the Agenda due to representing the Parish Council on the new road user charge TRO at the County Council's Highways Committee meeting.

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 7th March 2025

The minutes of the meeting held on 7th March 2025 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.

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

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

5. Update on proposal to produce an evidence base in favour of a further Article 4 Direction on front gardens/ parking

The Clerk provided an update that the Parish Council's planning consultant Jo-Anne Garrick will be coming to Durham on April 16th to meet with him and visit the North End part of the parish area to look at the evidence which has been gathered.

The Clerk thanked Mr Alan Gemmill for providing some very helpful evidence in the format that Jo-Anne had requested, which covered the key issues and highlighted the prevalence of this problem.

The Clerk advised that Jo-Anne will be spending time in North End over April and invited any Committee Members who wished to join and show Jo-Anne the problematic areas, to also attend.

The Committee **agreed** this was an important ongoing issue that needs to be addressed and offered its support for Jo-Anne's site visit and evidence gathering.

6. Matters arising:

(a) To consider the outcome of the following planning applications in the parish area:

DM/24/02744/FPA| Change of use from open space to parking area (Retrospective)| Land To The East Of 36 Hallgarth Street Durham DH1 3AT. The Committee **noted** that this application was approved by the Central and East Area County Planning Committee. The Committee thanked Councillor C Lattin for representing the Parish Council at this meeting.

DM/24/01551/FPA| Conversion of lower ground floor and part of the ground floor from retail (E) to form 1no small HMO (C4)| 37 - 38 Silver Street Durham DH1 3RD. The Committee **noted** that this application was approved but questioned the reasoning behind the S106 funds attached to this development being tied to playpark equipment maintenance as opposed to open space enhancement.

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

a) To note:

DM/24/03372/FPA| Front porch, first floor side and two-storey rear extensions with internal alterations| 22 Orchard Drive Durham DH1 1LA. It was **agreed** to note this application.

DM/25/00576/FPA| Replacement of existing timber sliding sash windows to front and UPVC to Rear| 20A Gilesgate Durham DH1 1QW. It was **agreed** to note this application.

DM/25/00613/FPA| Single storey utility side extension, raised terrace to rear, wall cladding to front and side elevation. | 38 Archery Rise Durham DH1 4LA. It was **agreed** to note this application.

DM/25/00627/TPO| T1 Lime - Crown lift to 4m (removing epicormic growth from the main stem), crown clean/deadwood and crown reduce/reshape by 4m| 1 Bishops Gate Durham DH1 4JU. It was **agreed** to note this application.

DM/25/00650/FPA| Proposed replacement of decayed entrance door and casement window| 14 Nevilledale Terrace Durham DH1 4QG. It was **agreed** to note this application.

DM/25/00654/FPA| Conversion of existing integral garage into a home gym including internal modifications to the existing property; Erection of single-storey double garage to the front of property; Erection of single storey lean-to service shed to the side | Endor Darlington Road Durham DH1 4PH. It was **agreed** to note this application.

b) To discuss:

DM/24/03297/FPA| Demolition of existing buildings and construction of 9 houses in multiple occupation (HMOs) (Use Class C4) in two blocks| Rowanwood Clay Lane Durham DH1 4QL. It was **agreed** to object to this application and also call this application in to the relevant County Planning Committee, should officers

be minded to approve the proposal. The Clerk **agreed** to draft the response to this application.

DM/25/00584/FPA and DM/25/00585/LB Proposed change of use of the upper floors, including internal alterations and new window opening at second floor in the rear south elevation, at 22-23 Market Place Durham DH1 3NJ to create a 6-bed HMO (use class C4). |22 - 23 Market Place Durham DH1 3NJ. It was **agreed** to note these applications.

8. To consider the following new licensing application(s) within the parish area:

- **Application for the Grant of a premises licence by Newgate Pubs and Bars Company Limited for Mayfair Pub and Kitchen. Unit 22 - 24 The Riverwalk. Milburngate. Durham. DH1 4SL.** It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.
- **Minor variation application by The Curious Mr Fox Durham Limited for The Curious Mr Fox. 35a - c The Riverwalk. Milburngate. Durham. DH1 4SL.** It was **agreed** to note this application.

9. Update on progressing the proposal to include health implications as the fifth licensing objective.

The Clerk provided an update on the ongoing proposal to include health implications as the fifth licensing objective. The Clerk noted that there was some opposition to this proposal from at least one representative on the CDALC Executive Committee.

The Clerk further advised that the CDALC Executive Officer Audrey Christie asked for a decision on this matter to be deferred until mid-June (the next CDALC Executive) where it was hoped that a representative of the City of Durham Parish Council could attend and make the case for this to be progressed, as originally outlined and agreed by both the Larger Councils and Smaller Councils fora.

The Committee agreed that, if Councillor S Walker were re-elected in May 2025, that Councillor S Walker would attend this meeting and make the presentation on behalf of the Committee in mid-June to try to get this proposal reconsidered.

10. Report following drug dog search of licensed premises in Durham City.

The Clerk provided an update on the drug dog operation recently carried out in Durham City.

The Clerk advised that the drug dog operation, carried out by a private firm, was very successful and cost-effective at £300 to cover the full city centre area.

The Clerk reported that the police presence and drug dog searches seemed to have a good impact, with people on a night out reacting positively to seeing the dog and knowing the premises were being monitored.

However, the big concern was the prevalence of drug use at the bus station, with the Clerk reporting that a significant number of users of the facility had tested positive for drugs at this location.

The Clerk advised that the police were able to arrest some individuals at the bus station who were found to be carrying significant amounts of drugs.

The Clerk took the opportunity to thank the Police for their support with this operation and for helping to promote the City's '*Shhh...11pm to 7am*' campaign during the same operation. The Committee thanked the Clerk for representing the Parish Council at this operation and **agreed** to continue this activity in future.

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

Friday 4th April 2025

Tuesday 22nd April 2025

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 April 2025)**