



# City of Durham Parish Council

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Date of Summons: 21<sup>st</sup> July 2025

## SUMMONS

**To all Members of the City of Durham Parish Council's Planning and Licensing Committee:** Councillors G Holland, L Brown, S Walker, C Lattin, R Cornwell, P Layton and R Handy

You are hereby summoned to attend the **Planning and Licensing Committee meeting** to be held **via Zoom at 10:00am on Friday 25<sup>th</sup> July 2025** for the purpose of transacting the following Agenda business as shown.

### Join Zoom Meeting

<https://us02web.zoom.us/j/83880436823>

Meeting ID: 838 8043 6823

*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**

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## **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 11<sup>th</sup> July 2025**
- 4. To receive any public participation comments on the following agenda items.**
- 5. To consider proposed response to the County Durham Plan "Call for sites" consultation.**
- 6. Durham City Conservation Area Management Plan (CAMP) - Phase 2 Consultation: [Folder: The cultural heritage of Durham City | Durham County Council](#)**

**7. Matters arising:**

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

**DM/25/01666/FPA and DM/25/01667/AD** | This application relates to the installation of a modern, multifunction Hub unit featuring an integral advertisement display and defibrillator | Land To The East Of Elvet Riverside 1 New Elvet Durham DH1 3JT

**DM/25/01669/FPA and DM/25/01670/AD** | Installation of a modern, multifunction Hub unit featuring an integral advertisement display and defibrillator| Pavement to the North East Of 18 North Road Durham DH1 4SH

**DM/25/01677/PA56** |Installation of mesh fence up to a height of 1.15 metres (to the top of the existing parapet), with a curved 460mm wire section (with supports at 1.5 metre intervals) extending over the whole length of the viaduct | Durham Railway Viaduct South West of Train Station. Station Approach Durham DH1 4RB

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

**DM/25/01380/LB** | Installation of anti-trespass fencing along internal face of both viaduct parapets 2.3 m high from track level for a length of 250 metres | Durham Railway Viaduct South West of Train Station Station Approach Durham DH1 4RB

**DM/24/00149/FPA** | Construction of purpose-built student accommodation (Sui Generis) with associated car and cycle parking, pedestrian infrastructure and landscaping (amended plans received 04.12.2024) | Land To The North West of Melbury Court Old Dryburn Way Durham DH1 5SE

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

- a) To note:**

**DM/25/01777/FPA** | Proposed external refurbishment including stone & masonry repairs, door & window replacement together with replacement roof tiles & dormer windows | 4A, 4B And 4C Parkside Durham DH1 4RE

**DM/25/01619/FPA** | Replacement of 6no. windows to both the front and rear of the property| Sydney Grove 12 Crossgate Peth Durham DH1 4PZ

**DM/25/01779/TPO** | PN1-309. W1. Ash - fell as close to current ground level as practical | Land to the West Of 2 Chipchase Grove Durham DH1 3FA

**DM/25/01857/FPA**| Ground floor, single story extension to side, integral garage conversion, internal reconfiguration and associated external alterations | 64 Archery Rise Durham DH1 4LA

**DM/25/01907/FPA**| Replacement of existing roof tiles and replacement of existing rainwater gutters and downpipes | Harrison House 1 Hawthorn Terrace Durham DH1 4EL

**b) To discuss:**

**Appeal for DM/24/00766/FPA** | 3no 1.5 storey 2-bedroom dwellings with associated parking/turning area | Land East Of 7 Church Street Villas Durham DH1 3DW

**DM/25/01680/AD and DM/25/01749/LB** |Replacement signage comprising 1no externally illuminated double-sided hanging sign upon existing bracket, 1no externally illuminated fascia sign, 1no non-illuminated door plaque and fascia sign, 1no internally illuminated menu case plus 6no window vinyls | The Library 45 - 46 Saddler Street Durham DH1 3NU

**9. To consider the following new licensing applications within the parish area:**

|                            |                                                  |                                                                                                                                |               |
|----------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>Dunelm Club Limited</b> | Dunelm Club<br>55 Old Elvet<br>Durham<br>DH1 3HN | Application for a New Club Premises Certificate<br><br>Supply of alcohol (on the premises) Monday to Sunday 11.00am to 11.00pm | 7 August 2025 |
|----------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------------|

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

5<sup>th</sup> September 2025 at 10:00am via Zoom

19<sup>th</sup> September 2025 at 10:00am via Zoom

# City of Durham Parish Council

## **Minutes of the Planning and Licensing Committee meeting held via Zoom at 10:00am on Friday 11<sup>th</sup> July 2025**

**Present:** Cllr L Brown (in the Chair), Cllr G Holland, Cllr R Cornwell, Cllr R Handy, Cllr P Layton, Cllr C Lattin and Cllr S Walker.

**Also present:** Mr A Shanley (Parish Clerk) and Mr John Ashby, Mr Allan Gemmill, Mr Francis Whalley, Mr John Lowe and Mr Ben Hoare.

### **1. Welcome and apologies**

None received.

### **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> June 2025**

The minutes of the meeting held on 27<sup>th</sup> June 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 Ashby 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.

Mr Francis Whalley 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 Ben Hoare advised that he was attending the meeting with a particular interest in item 5 on the Agenda.

### **5. To consider the latest updates in relation to the re-development of the Hild/ Bede site**

The Clerk advised that Savills, acting on behalf of Durham University, had submitted an environmental scoping document in February 2025 for the Hild/Bede site redevelopment. The Clerk advised that, even at this early stage, a number of statutory consultees have raised issues about the proposals. As a result of which, the University is now looking to hold off on progressing this development for the time being.

The Committee noted there is a lot of local interest, particularly in the Gilesgate and Upper Claypath areas of the City, due to the potential construction impacts and concerns over heritage and environmental impacts.

The Clerk advised that both the Parish Council and City of Durham Trust have been invited to a joint meeting on July 14th at 2pm in his office to discuss this further.

Councillor Cornwell advised that he would also like to find out whether the proposal to also build on the car park adjacent to Trev's College is also on hold during this meeting.

Mr Ben Hoare raised a number of concerns about this redevelopment and thanked the Parish Council for continuing to champion the interests of local residents on this matter.

## **6. To consider the latest updates in relation to the review of the County Durham Plan**

The Committee noted that the annual housing requirement for County Durham has increased to around 2,200 homes per year, which is nearly double the current housing target.

Members expressed concern that the County Durham Plan review process will take 3 years and expressed doubts about 2,200 per year being a realistic target for County Durham to achieve.

Members noted that there may likely be significant pressure on the Durham City greenbelt due to its proximity to services and high land value.

Councillor R Cornwell discussed how during the Neighbourhood Plan process, the parish was limited in the sites it could propose for development due to needing landowner permission but expressed the hope that the Parish Council could positively engage with the *Call for Sites* process at an early stage.

There was discussion about the high number of empty properties across County Durham (around 9,000) and whether refurbishing and reusing existing properties could help meet housing targets rather than relying solely on new greenfield development.

Committee Members **agreed** to come to the next Planning and Licensing Committee with proposals for sites to be developed.

## **7. To consider the latest updates in relation to the Gilesgate and Belmont Neighbourhood Plan**

The Clerk highlighted the excellent work of the Gilesgate and Belmont Neighbourhood Plan working group, which is pushing ahead with its plan. The Clerk also highlighted that, as a neighbouring parish, the City of Durham Parish Council would be a formal consultee on this plan.

The Clerk informed the Committee that he is meeting with the Working Group on July 17<sup>th</sup> to discuss the proposed policy on student accommodation.

The Clerk highlighted that the Gilesgate and Belmont Neighbourhood Plan is proposing to largely reflect Policy 16 on student accommodation, including measures like the 10% threshold for HMOs, but to go further with other key considerations such as the addressing the issue of sandwiching and linear development.

The Committee very much welcomed this work and also confirmed its intention to review the City of Durham Neighbourhood Plan, particularly in light of the new County Durham Plan. The Committee expressed its disappointment that funding has been withdrawn for Neighbourhood Planning by the Government.

## **8. To approve the proposed response to the Government's technical consultation on reform of local authority planning committees**

The Chair presented a detailed report setting out the proposed responses to this consultation. The Chair also took the opportunity to thank Councillors S Walker and R Cornwell as well as the Clerk for their work on this important consultation.

It was **agreed** that the proposed responses should form the Parish Council's response to this consultation and that this report should be presented to Full Council for information.

## **9. Matters arising:**

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

**DM/25/01503/VOC** | Variation of condition 2 (approved plans) pursuant to planning permission DM/21/04095/LB to allow the use of flat capping | Leazes Cottage Leazes Place Durham DH1 1RE. The Committee **approved** the response to this application.

**DM/25/01525/VOC** | Removal of condition 12 (lift provisions) pursuant to planning permission DM/18/03487/VOC| The Riverwalk Millburngate Durham DH1 4SL. The Committee **approved** the response to this application.

Application for the grant of a premises licence by WLH Property NE Limited for Happiness 2 Barbecue Ground Floor, 17 North Road. Durham. DH1 4SH. The Committee **noted** that this response had been withdrawn, given that the hours of operation for this premises are already in place.

Application for the grant of a premises licence by Mr Kulasingam Chandramohan for Morrisons Daily. 5A North Road. Durham. DH1 4SH. The Committee **approved** the response to this application.

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

**Appeal decision on DM/24/02174/FPA** | Conversion and subdivision of dwellinghouse (Use Class C3) with erection of single storey rear extension to form 2 No. apartments (Use Class C3) (description amended) | 9 Station Lane Gilesgate Durham DH1 1LJ. The Committee **noted** that this appeal had been dismissed.

## **10. To consider the following new planning applications in the parish area:**

### **a) To note:**

**DM/25/01327/FPA** | Replacement of cricket nets and run off to match the existing, installation of synthetic surface transition area and a small multi-use synthetic grass area to the south of the new nets within the existing fenced enclosure, erection of 3m high steel fence with double access gates to training area and to storage area | Durham City Cricket Club Green Lane Durham DH1 3JU. It was **agreed** to note this application.

**DM/25/01635/TPO** | Pollard Willow (T1) leaving stem at height of 2m. | 7 The Bowers Durham DH1 4EH. It was **agreed** to note this application.

**DM/25/01460/FPA** | Installation of travelling irrigation system to rugby pitch at Durham City Rugby Club. System comprises underground water and power supply from the clubhouse to 2 number 15000 litre water tanks and to 3 connections points at one end of the pitch for a travelling sprinkler to connect to | Durham City Rugby Club Green Lane Durham DH1 3JU. It was **agreed** to note this application.

**DM/25/01700/FPA and DM/25/01701/LB** | Proposal to install a rise and fall gate/bollard system at site entry, new gates to access garden areas, new security window to side elevation, replacement of rear retail unit doors, new glazed doors serving the apartment units, new bin storage structure, installation of air conditioning units, new signage over arched entry, repair and smooth render, repainting, replace dappled windows glazing, clean brickwork and tidy cabling within garden area 2, repair render in garden area 3, reconfiguration of layouts and introduce planting within all three garden areas, removal of internal lobby desk and internal doors | Three Tuns 10 New Elvet Durham DH1 3AQ. It was **agreed** to note these applications.

**DM/25/01736/LB** | Refurbishment of existing sashes across front and rear elevation to provide double glazing | 198 Gilesgate Durham DH1 1QN. It was **agreed** to note this application.

**DM/25/01497/TPO** | Fell as close to ground level as practical of 1no Sycamore (T46), Lime (T61) and Ash (T63) | Komorebi Potters Bank Durham DH1 3RR. It was **agreed** to note this application.

**DM/25/01728/FPA** | Replacement of front entrance door and first floor window to the front elevation, and renovation of the existing sliding sash windows | 47 Albert Street Durham DH1 4RJ. It was **agreed** to note this application.

#### **b) To discuss:**

**DM/25/01677/PA56** | Installation of mesh fence up to a height of 1.15 metres (to the top of the existing parapet), with a curved 460mm wire section (with supports at 1.5 metre intervals) extending over the whole length of the viaduct | Durham Railway Viaduct South West of Train Station Station Approach Durham DH1 4RB. It was **agreed** to support this application. Councillor S Walker and the Clerk **agreed** to draft the response to this application.

**DM/25/01746/FPA** | The existing detached property is to be demolished and a new detached property is to be built over the footprint of the existing. The new property is a two-storey residential block with a pitched roof, a single storey entrance block with a flat roof, and a single storey garage with a pitched roof | 7 Almoners Barn Durham DH1 3TZ. It was **agreed** to note this application.

**DM/25/01666/FPA and DM/25/01667/AD** | This application relates to the installation of a modern, multifunction Hub unit featuring an integral

advertisement display and defibrillator | Land To The East Of Elvet Riverside 1 New Elvet Durham DH1 3JT. It was **agreed** to object to these applications. Councillor R Cornwell **agreed** to draft the response to these applications.

**DM/25/01669/FPA and DM/25/01670/AD** | Installation of a modern, multifunction Hub unit featuring an integral advertisement display and defibrillator| Pavement to the North East Of 18 North Road Durham DH1 4SH. It was **agreed** to object to these applications. Councillor R Cornwell **agreed** to draft the response to these applications.

**11. To consider the following new licensing applications within the parish area:**

- **Minor variation of a premises licence by JD Wetherspoon PLC for The Bishops Mill, Unit 1 & 2. Freemans Place. Walkergate. Durham. DH1 1SQ.** It was **agreed** to note this application.
- **Application for the grant of a premises licence by WH Smith Travel Holdings Limited for WH Smith. South Platform Railway Station. Station Approach. North Road Durham. DH1 4RB.** It was **agreed** to note this application.

**12. To approve the adoption of the new licensing training document**

Members unanimously **approved** the licensing training document produced by the Clerk and Councillor S Walker and thanked colleagues for their exceptional work on this.

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

25<sup>th</sup> July 2025 at 10:00am via Zoom

5<sup>th</sup> September 2025 at 10:00am via Zoom

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  
(25<sup>th</sup> July 2025)**