



City of Durham Parish Council

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Date of Summons: 24th November 2025

SUMMONS

To all Members of the City of Durham Parish Council's Planning and Licensing Committee: Councillors G Holland, L Brown, 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 28th November 2025** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/88014339012>

Meeting ID: 880 1433 9012

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 14th November 2025**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Report on countywide Article 4 Direction to control the amount and location of properties converted into small Houses of Multiple Occupation – briefing note included.**
- 6. Consultation to update the Open Spaces Needs Assessment (OSNA) ahead of the adoption of the new County Durham Plan - [Project: Help shape the future of open spaces in County ... | Durham County Council](#)**
- 7. Update on the Durham City Conservation Area – report on Hill Colleges Conservation Area – briefing note included.**
- 8. Matters arising:**
 - (a) To approve the responses to the following planning application(s)/ appeal(s):**

DM/25/01503/VOC | Variation of condition 2 (approved plans) pursuant to planning permission DM/21/04095/LB to allow an increase in height. (amended description) | Leazes Cottage Leazes Place Durham DH1 1RE.

DM/25/02747/AD | To install a fascia sign to the front of the building advertising the business name- 3D built up illuminated letters with acrylic faces. internal illumination via yellow led modules. Projecting Sign - double sided aluminium sign case with acrylic faces. Sign mounted on welded steel bracket. Internal illuminated yellow modules | 25-26 Silver Street Durham DH1 3RD.

DM/25/02946/FPA | Change of use from Class E to a drinking establishment with enhanced food provision (Sui Generis) | Units 22 To 24 The Riverwalk Millburngate Durham DH1 4SL.
 - (b) To consider the outcome of the following planning application(s)/ appeal(s):**

DM/25/01525/VOC | Removal of condition 12 (lift provisions) pursuant to planning permission DM/18/03487/VOC|The Riverwalk Millburngate Durham DH1 4SL.
 - (c) To consider the latest update(s) on the following planning application(s)/ appeal(s):**

DM/25/01503/VOC | Variation of condition 2 (approved plans) pursuant to planning permission DM/21/04095/LB to allow an increase in height. (amended description) | Leazes Cottage Leazes Place Durham DH1 1RE
- 9. To consider the following new planning applications in the parish area**

a) To note:

DM/25/03048/CEU | Lawful development certificate to confirm that the development has commenced to trigger the commencement of the planning consent DM/21/01876/FPA (Demolition of existing house and construction of replacement house on same footprint) and DM/23/02530/FPA (Demolition of outbuildings, conservatory and retaining walls, erection of two storey side extension to south elevation, single storey front and side extensions to north and east elevations, raise roof height to facilitate first floor accommodation, alterations to openings and internal alterations) | Sidegate House Sidegate Durham DH1 5SY

DM/25/03132/LB | Installation of new passenger help points to Durham Railway Station, cable management and provision of power and data supplies to the western entrance to platform 1, and to the north elevation of the platform 2 entrance | Railway Station Station Approach Durham DH1 4RB

DM/25/02962/LB | Listed building consent for the dismantling and removal of a chimney stack to the west elevation above the Buttery (retrospective) | University College Durham Castle Palace Green Durham DH1 3RW

DM/25/03156/FPA | Installation of metal balustrade to the rear of first-floor flat | 96 Gilesgate Durham DH1 1JA

DM/25/03163/LB | Replacement of wood lintel with stone lintel above fireplace, installation of 2no coach lights to front elevation | 57 South Street Durham DH1 4QP

DM/25/03183/FPA | Retention of the installation of 2no velux windows to front elevation | 8 Church Street Durham DH1 3DG

DM/25/03191/LB | Replacement of 11no. flush casement windows to the north east and south east elevations with 11no. flush casement windows | St Johns College 1 - 7 South Bailey Durham DH1 3RJ

DM/25/03223/LB | Repainting front and windows | 144 Gilesgate Durham DH1 1QQ

DM/25/03024/FPA | Demolish existing rear offshoot, construct single storey rear extension, replace/enlarge windows, replace decking and various internal alterations | 14 Grays Terrace Crossgate Moor Durham DH1 4AU

DM/25/03158/TPO | Pruning works to 3no Prunus sp (T1, T2, T3) | East Durham and Houghall Community College Houghall Durham DH1 3SG

DM/25/03161/TPO | Felling and removal of 7no mature Ash (G1) | East Durham and Houghall Community College Houghall Durham DH1 3SG

b) To discuss:

DM/25/03094/FPA | Change of use of ground floor shop from retail (Class E) to a high-end cocktail bar (Sui Generis). Replace existing entrance doors, install retractable awning and internal reconfigurations | 19 Silver Street Durham DH1 3RB

DM/25/03095/AD | Hand-painted fascia sign | 19 Silver Street Durham DH1 3RB

DM/25/03199/PN56 | Prior Notification under Class MA of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use of the 1st floor of Bridge House from Class E to six C3 residential dwellings | First Floor Office Bridge House North Road Durham DH1 4PW

10. To consider the following new licensing application(s) within the City of Durham Parish area:

Muztard Limited	Muztard Social Kitchen 25 and 26 Silver Street Durham DH1 1RD	Application for the grant of a premises licence Sale of alcohol (on and off the premises) Monday to Sunday 12.00pm to 11.00pm	10 December 2025
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11. Dates of future meeting(s) of this Committee:

9th January 2026 at 10:00am via Zoom
23rd January 2026 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 14th November 2025

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

Also present: Mr A Shanley (Parish Clerk), Mr John Ashby and Mr John Lowe (members of the public).

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 31st October 2025

The minutes of the meeting held on 31st October 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 but specifically in relation to application DM/25/01503/VOC.

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

5. Consultation on the World Heritage Site Management Plan (2025-2035)

The Committee carefully considered the content of the WHS Management Plan (2025-2035) and agreed to support the draft consultation response which endorsed the WHS Management Plan's overall vision and its strong focus on accessibility, interpretation and public engagement, whilst also supporting the factual corrections identified, the encouragement of continued improvements to access, and the conclusion—based on the evidence presented—that a formal buffer zone is not presently necessary, given the strengthened planning and management mechanisms that will offer more effective protection of the Site's Outstanding Universal Value.

The Committee thanked the Clerk for his work in organising the consultation drop-in event in the Town Hall alongside the World Heritage Site Co-ordinator Dr Anne Allen and for drafting this response on behalf of the Committee.

6. Matters arising:

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

DM/25/02516/AD | New signage to update the business' logo | 84 Claypath Durham DH1 1RG. The Committee **approved** the response to this application.

DM/25/02569/FPA | Convert existing house into 4 flats, internal alterations to all floors, removal of one external rear door and demolition of external outhouses to rear garden. Installation of 2 conservation area rooflights to rear first floor roof | 56 Claypath Durham DH1 1QS. The Committee **approved** the response to this application.

DM/25/02827/FPA | Change of use from office to purpose-built student accommodation (Sui Generis), commercial space (Class E) and external alterations to building | 7 Atherton Street Durham DH1 4DJ. The Committee **approved** the response to this application.

DM/25/02965/VOC | Application to vary Condition 2 (Approved Plans) to amend the internal layout of the dwelling and Condition 4 (Bedroom Restriction) to allow subdivision of the ground floor to create an additional bedroom bringing the total number from four to five pursuant to planning permission DM/23/02118/FPA | 12 The Hallgarth Durham DH1 3BJ. The Committee **approved** the response to this application.

(b) To consider the outcome of the following planning application(s)/ appeal(s):

DM/25/02384/FPA | Installation of a garden shed to store garden tools and potting shed to house tender young plants before planting out and general gardening work | Lowes Barn Community Centre Park House Road Durham DH1 3QF. The Committee **noted** that this application had now been approved.

DM/25/02039/LB | Proposed change of use of the upper floors, including internal alterations, to create two 4-bed HMOs (Use Class C4) at 19 -20 Market Place Durham DH1 3NL accessed from Market Chambers (21 Market Place Durham DH1 3NJ) | 19 Market Place Durham DH1 3NL. The Committee **noted** that this application had now been approved.

(c) To consider the latest update(s) on the following planning application(s)/ appeal(s):

DM/25/01503/VOC | Variation of condition 2 (approved plans) pursuant to planning permission DM/21/04095/LB to allow an increase in height. (amended description) | Leazes Cottage Leazes Place Durham DH1 1RE

The Committee noted the recent changes to this proposal by the applicant. The Committee agreed to retain its view that the wall has been built to an unacceptable height which harms the character of the

listed building and Conservation Area, contrary to relevant policies, and that key elements of the revised proposal remain unclear. Accordingly, the Committee agreed to retain its position that the application cannot be supported without full written clarification from the applicant and, failing receipt of this, that the application should still progress to Committee.

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

a) To note:

DM/25/02756/TPO | T1 Oak, crown reduce as per discussion with tree officer. Tree has been shedding large limbs. Reduction to reduce risk and retain tree | Oakmead Darlington Road Durham DH1 3SS. It was **agreed** to note this application.

DM/25/02982/TPO | Oak and Lime (G1) - prune back trees to boundary line of property (approximately 4m of growth) | 42 Faraday Court Nevilles Cross Durham DH1 4FG. It was **agreed** to note this application.

DM/25/03108/FPA | Installation of GRP Enclosure for compressor unit & reinforced concrete base | University Hospital Of North Durham North Road Durham DH1 5TW. It was **agreed** to note this application.

DM/25/03019/TPO | Lime (T1) - crown reduce/reshape by 4m and crown lift to 3.5m removing epicormic growth | 2 Bishops Gate Durham DH1 4JU. It was **agreed** to note this application.

b) To discuss:

DM/25/02747/AD | To install a fascia sign to the front of the building advertising the business name- 3D built up illuminated letters with acrylic faces. internal illumination via yellow led modules. Projecting Sign - double sided aluminium sign case with acrylic faces. Sign mounted on welded steel bracket. Internal illuminated yellow modules | 25-26 Silver Street Durham DH1 3RD. It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.

DM/25/02617/FPA | Two storey side extension and single-storey rear extension, extension of existing porch | 3 Toll House Road Crossgate Moor Durham DH1 4HU. It was **agreed** to note this application.

DM/25/02946/FPA | Change of use from Class E to a drinking establishment with enhanced food provision (Sui Generis) | Units 22 To 24 The Riverwalk Millburngate Durham DH1 4SL. The Committee **agreed** to write to the case officer on this, in order to ensure that the hours of operation matched with those approved during the licensing application stage for this premises.

DM/25/02997/PN56 | Prior Notification (Part 3 Class G) for change of use of vacant upper floor offices into 2no. self-contained flats |

Durham C I U Headquarters Ltd Club Union House Flass Street Durham DH1 4EF. It was **agreed** to note this application.

DM/25/03060/VOC | Variation of Condition 2 (Approved plans) for 1.8m front boundary wall and sliding gates pursuant to DM/25/00342/VOC | Goldrill Farnley Hey Road Durham DH1 4EA. It was **agreed** to note this application.

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

28th November 2025 at 10:00am via Zoom

9th January 2026 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
(28th November 2025)

ITEM 7: UPDATE ON THE DURHAM CITY CONSERVATION AREA – REPORT ON HILL COLLEGES CONSERVATION AREA

The County Council's proposals for the Hill Colleges Conservation Area included only those colleges to the north-west of South Road, i.e. St Aidan's, Van Mildert, St Mary's and Trevelyan, and not Grey or Collingwood. Both the Parish and the City of Durham Trust felt these last two should be included, principally because these six colleges were conceived as a whole in the post-war expansion of Durham University.

Lee Hall, Design and Conservation Officer, offered a site meeting which I accepted. Also present were Sue Childs, who wrote the Trust's comments, and Bryan Harris, Senior Conservation Officer with the County. That meeting took place on 24 November.

As well as the general point, we also argued that the setting of, in particular, Grey College, was key to the World Heritage Site with a key vista between the buildings down to the Cathedral, and the woodland setting. The response was that including Grey College in particular in the Conservation Area would add very little as it was protected by Policy 45 of the County Durham Plan *Durham Castle and Cathedral World Heritage Site*. Any redevelopment of the site would have to take this Policy into account. They did offer to consider including the trees in a group TPO which we thought was a good idea. The CAMP had been reviewed by Historic England, in particular by Jules Brown, who had offered guidance but had not thought that Grey and Collingwood should be included.

Bryan Harris said that the County Council would produce updated documentation setting out in more detail why they had excluded Grey and Collingwood, specifically mentioning CDP Policy 45. They would also make the case for a group TPO.

After the meeting had ended Sue Childs and I conferred and agreed that this outcome was probably a good one in the circumstances.

Roger Cornwell
24 November 2025