



City of Durham Parish Council

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Date of Summons: 16th February 2026

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 20th February 2026** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/87084011296>

Meeting ID: 870 8401 1296

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 6th February 2026**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Consultation on a revised National Planning Policy Forum (NPPF)**
- 6. Durham City Conservation Area Management Plan (CAMP) Phase 3 Consultation - [Citizen engagement platform](#)**
- 7. Matters arising:**

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

DM/26/00137/FPA | Two storey rear extension to existing small HMO | 23 Mistletoe Street Durham DH1 4EP

DM/25/03614/FPA | Recover roof and install 2 velux windows. Replace windows and external doors | 11 Mowbray Street Durham DH1 4BH

DM/26/00033/FPA | Replacement roof, windows & doors, additional windows to the rear, installation of PV & ASHP to the rear | 30 Albert Street Durham DH1 4RL

DM/26/00177/FPA | Alterations to facilitate level access for wheelchair users and persons with ambulant disabilities. Alterations to the main entrance door, including removal of the stone threshold steps. Lowering a portion of the internal floor with the provision of a platform lift | NatWest 12 Market Place Durham DH1 3NG

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

DM/25/03556/FPA | Proposed replacement of existing timber windows with new UPVC box sash windows on the front elevation | 26 Lawson Terrace Durham DH1 4EW.

DM/25/02192/VOC | Variation of condition 2 (approved plans) pursuant to planning permission DM/22/00416/VOC to allow for changes to extend the previously approved ground floor extension and alterations to front porch (amended description) | Beau View Quarry House Lane Crossgate Moor Durham DH1 4JA.

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

- (c) To consider the latest updates on the following planning/ licensing application(s)/ appeal(s):**

Appeal for DM/25/01398/FPA | Change of use from dwellinghouse (Use Class C3) to a large house in multiple occupation (sui generis) | 170 Gilesgate Durham DH1 1QH

Amendments to DM/25/02344/FPA | Change of use from seminar and lecture rooms (use class F1) to dwellinghouse (C3) | 26 Old Elvet Durham DH1 3HY

Amendments to DM/25/02345/LB | Replacement of rear windows, repair to front elevation windows and internal alterations | 26 Old Elvet Durham DH1 3HY

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

a) To note:

DM/26/00130/FPA | Internal subdivision of no.7 The College to create 1no. additional dwelling for residential use | 7 The College Durham DH1 3EQ

DM/26/00254/VOC | Variation of condition 2 (Approved Plans) for the reduction in width of the single storey rear extension pursuant to planning permission DM/19/00256/FPA | 193 Gilesgate Durham DH1 1QN

DM/26/00180/FPA | Proposed door and window replacement | Highgate House Flass Vale Durham DH1 4BN

DM/26/00274/VOC | Variation of Condition 2 (approved plans) in relation to application DM/23/03088/FPA to retain the existing garage, change materials from stone to timber, and replace approved drawings with the revised | 9 Crossgate Peth Durham DH1 4PZ

b) To discuss:

DM/26/00203/FPA | Demolition of brick kiln (retrospective) and reinstatement of footings with interpretation board | Kepier Farm Kepier Lane Gilesgate Durham DH1 1LB

DM/25/03137/FPA | Demolition of 2no. false chimneys on block of domestic flats and re-roof over | 4A-F Old Dryburn Way Durham DH1 5SE

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

Durham Cathedral	Claustral Buildings Durham Cathedral The College Durham DH1 3EH	Application to vary a premises licence The proposed variation is: To remove the following restrictions under the non-standard timings: the sale of alcohol within the Undercroft Restaurant to be with a meal from 12.00pm to 2.00pm and 6pm to 11.00pm sale of alcohol in all other designated areas within the Claustral buildings between 10.00am to 11.00pm	5 March 2026
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		The existing hours for sale of alcohol Monday to Sunday 10.00am to 11.00pm are unchanged To add a number of conditions to the licence for the promotion of the licensing objectives Amend the opening times to 8.00am to 11.00pm	
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10. Dates of future meeting(s) of this Committee:

6th March 2026 at 10:00am via Zoom
20th March 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 6th February 2026

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

Also present: Mr A Shanley (Parish Clerk), Mr John Ashby, Mrs Esther Ashby, Dr Francis Whalley, Mr Allan Gemmill and Mr Michael Watson (members of the public).

1. Welcome and apologies

Apologies were received and accepted from Councillor L Brown. The Chair accepted that Councillor S Walker was attending the meeting as a substitute for Councillor L Brown.

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 23rd January 2026

The minutes of the meeting held on 23rd January 2026 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.

Mrs Esther Ashby advised that she was attending the meeting in order to discuss the licence application for the Hen House at Lower Claypath.

Dr Francis Whalley 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 Michael Watson drew the Committee's attention to application DM/26/00203/FPA in relation to the demolition of a Victorian brick kiln. Michael advised that he felt that the demolition was unlawful and contrary to a number of key policies within the local development plan. Michael advised that he was aware that Belmont Parish Council would be objecting to this proposal and he urged the City of Durham Parish Council to object also. The Chair thanked Michael for drawing the Committee's attention to this proposal and the Committee instructed the Clerk to put this on the Agenda for the next meeting of the Planning and Licensing Committee, due to be held on 20th February 2026.

5. Updating the City of Durham Neighbourhood Plan

The Clerk advised that he had circulated draft terms of reference for a City of Durham Neighbourhood Plan Steering Group to formally structure this process. He noted that the current plan was adopted not long ago, but the Parish Council has a desire to keep it regularly updated.

The Clerk proposed the steering group structure, including having 3 Parish Council Members, 1 County Councillor, and 10 members of the public/business representatives. There was some discussion about the secretary's role and whether that would be too onerous for a volunteer and it was agreed that the Secretary should only be responsible for Agendas and Minutes. Councillor R Cornwell provided helpful context on the different levels of plan updates that may be required - from minor clarifications to more substantial policy changes that could necessitate an independent examination and a referendum.

The Committee supported the proposed steering group structure, with a few suggestions around the balance of parish councillors versus community representatives. Overall, the Committee **agreed** this was an important next step to get the ball rolling on updating the neighbourhood plan, with the Clerk to follow up on getting the steering group established in the coming weeks.

6. Consultation on a revised National Planning Policy Forum (NPPF)

The Clerk took the opportunity to thank all Members who had fed into the responses to the specific sections of the ongoing NPPF consultation to date and advised that he would be formulating these responses into a formal response in due course.

Councillor G Holland clarified that he had submitted his own responses to the Green Belt section of the consultation.

The Committee **agreed** that the Clerk should present a comprehensive report on the parish council's NPPF consultation response at the next meeting.

7. Durham WHS Setting - Guidance on Understanding and Assessing Development Impacts

The Clerk highlighted the content of this new guidance document and the fact that this is due to go out to public consultation in due course. The Clerk also advised that the Committee had reviewed this at very short notice and provided substantive comments on its content within a matter of days.

The Clerk highlighted that Councillor R Cornwell had provided excellent feedback, identifying a key issue where the guidance document focused on views to the World Heritage Site, rather than views from the site, which, the Committee agreed, was the more important consideration.

Councillor R Cornwell's feedback was validated by Historic England, who agreed that the guidance document needed to be revised on this point before proceeding to public consultation.

The committee agreed to simply note this matter for the time being, as the guidance document will need to be updated based on the feedback provided during the public consultation period.

8. Discussion following the Prince Bishops Place public drop-in consultation event

The Clerk advised that he had attended the Prince Bishops public consultation drop-in event and thanked Councillor R Cornwell, R Handy, P Layton as well as Mr Allan Gemmill for also attending this.

The Clerk relayed feedback from a member of the public who felt that the consultation drop-in event had not been widely publicised and that it was not easy for a member of the public to navigate and understand the proposals.

The Committee felt that the overall development proposal seemed reasonable but expressed a desire to closely review the applicant's housing needs assessment, particularly regarding engagement with the Durham Students' Union and compliance with the council's housing needs SPD.

Councillors R Cornwell and R Handy provided additional comments, with Councillors R Cornwell noting the use of air source heat pumps as a positive, and Councillor R Handy raising concerns about the potential loss of public parking during the construction phase of the development. Mr Allan Gemmill also indicated that the applicant was aiming to submit a planning application by the end of March.

The Committee agreed to await further details through the formal planning application process.

9. Matters arising:

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

DM/25/02192/VOC | Variation of condition 3 (approved plans) pursuant to planning permission DM/19/01912/FPA to allow for changes to extend the previously approved ground floor extension and alterations to front porch | Beau View Quarry House Lane Crossgate Moor Durham DH1 4JA. The Committee **approved** the response to this application.

DM/25/03486/FPA | Rear extension to first floor offices and relocation of ground floor entrance door and screen | First Floor 58 - 62 North Road Durham DH1 4SQ. The Committee **approved** the response to this application.

DM/25/03505/FPA | Subdivision of existing dwellinghouse into 2no. self-contained flats (Use Class C3) and two storey rear extension | 18 Boyd Street Durham DH1 3DP. The Committee **approved** the response to this application.

DM/25/03556/FPA | Proposed replacement of existing timber windows with new UPVC box sash windows on the front elevation | 26 Lawson Terrace Durham DH1 4EW. The Committee **approved** the response to this application.

DM/26/00050/AD and DM/26/00055/LB | Installation of 1 non-illuminated projection sign, 1 set of illuminated text behind glazing, Non illuminated sign to door, Non illuminated sign writing to left hand side of entrance, and painting of the bottom of the restaurant in Dulux Soft Almond 4, the door in Pearl Copper RAL

8029 and window frames to be Dulux Azure Fusion 1 | Zizzi 43-44 Saddler Street Durham DH1 3NU. The Committee **approved** the response to these applications.

(b) Update on the following planning/ licensing application(s)/ appeal(s):

Application for the grant of a premises licence by Canny Folk Limited for Mother Mercy 19 Silver Street Durham DH1 3RB. The Committee **agreed** to withdraw its objection to the licence application, following mediation and additional conditions being approved, but also **agreed** to maintain its objection to the pavement licence, which the Committee felt projected out to far.

DM/25/02009/FPA | Change of use of vehicle showroom premises (Sui Generis) to Class E | Dunelm Garage Darlington Road Durham DH1 4PE. It was **noted** that the Local Planning Authority had approved the Change of Use to Use Class E but had specifically excluded the sub-category of Use Class E (Use Class E(b)) which a Greggs would fall under. In effect, approving the application but restricting this approval in such a way which prevents the intended use.

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

a) To note:

DM/26/00120/LB | Repointing front elevation with lime mortar mix | 23 Hallgarth Street Durham DH1 3AT. It was **agreed** to note this application.

DM/26/00094/TPO | T1-Sycamore Crown reduce/thin by 15% | 19 Faraday Court Nevilles Cross Durham DH1 4FG. It was **agreed** to note this application.

DM/26/00035/LB | Existing ATM and ATM cabinet to be removed and replaced with new ATM and ATM cabinet | North Platform Railway Station Station Approach Durham DH1 4RB. It was **agreed** to note this application.

DM/26/00075/LB | Replacement of two rear windows | 194 Gilesgate Durham DH1 1QN. It was **agreed** to note this application.

b) To discuss:

DM/26/00137/FPA | Two storey rear extension to existing small HMO | 23 Mistletoe Street Durham DH1 4EP. It was **agreed** to object to this application and also call this to Committee. Councillor R Cornwell **agreed** to draft the response to this application.

DM/26/00092/FPA and DM/26/00093/LB | Change of use of top floors of retail unit (Use Class E) to 6-bedroom apartment house in multiple occupation (HMO)(Use Class C4) including; internal reconfiguration, installation of secondary glazing, and replacement of existing roof over rear entrance area | 71 Saddler Street Durham DH1 3NP. It was **agreed** to note this application.

DM/25/03614/FPA | Recover roof and install 2 velux windows. Replace windows and external doors |11 Mowbray Street Durham DH1 4BH. It was **agreed** to object to this application and also call this to Committee. The Clerk **agreed** to draft the response to this application.

DM/26/00033/FPA | Replacement roof, windows & doors, additional windows to the rear, installation of PV & ASHP to the rear|30 Albert Street Durham DH1 4RL. It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.

DM/26/00173/FPA | Replacement of existing timber facades with alternative material, and other associated works | Dun Holm House and The Riverwalk Millburngate Durham DH1 4SL. It was **agreed** to note this application.

DM/26/00177/FPA | Alterations to facilitate level access for wheelchair users and persons with ambulant disabilities. Alterations to the main entrance door, including removal of the stone threshold steps. Lowering a portion of the internal floor with the provision of a platform lift | NatWest 12 Market Place Durham DH1 3NG. It was **agreed** to support this application. The Clerk **agreed** to draft the response to this application.

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

Application for the grant of a premises licence by Abdul Gadir Osman Mohammed Taha for Hen House, 88A Claypath. Durham. DH1 1RG. Mrs Esther Ashby raised a number of concerns in relation to this application and its wider impact on the Claypath area, setting out where the application, in her view, failed to promote a number of the licensing objectives. It was **agreed** to note this application.

Application for the grant of a premises licence by C.A.I International Limited for No. 2 (7 Day Oriental Supermarket). Maynard's Row. Durham. DH1 1QF. It was **agreed** to note this application.

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

20th February 2026 at 10:00am via Zoom

6th March 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
(20th February 2026)**