



City of Durham Parish Council

The City of Durham Parish Council. c/o The Enginemen Secretary's Office
The Miners Hall. Flass Street. Durham. DH1 4BE

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Date of Summons: 16th March 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 March 2026** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/81805893290>

Meeting ID: 818 0589 3290

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 March 2026**
- 4. To receive any public participation comments on the following agenda items.**
- 5. County Durham Plan Houses in Multiple Occupation Interim Policy - [CDP HMO Interim Policy Report.pdf](#)**

6. Matters arising:

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

DM/25/03404/OUT | Outline planning application for the erection of commercial buildings (B2 (General Industrial), B8 (Storage and Distribution)) with ancillary office floorspace, part new road linking the A688 to the A177 with associated infrastructure, access, landscaping and other related works (all matters reserved) | Integra 61 Phase 2 To The West Of Amazon UK Integra 61 West Bowburn DH6 5FG.

Application to vary a premises licence by Babul's (Durham) Limited for Babul's. Unit 17, The Riverwalk. Milburngate. Durham. DH1 4SL.

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

DM/25/03614/FPA | Recover roof and replace windows and external doors. (amended description) | 11 Mowbray Street Durham DH1 4BH

DM/24/02972/FPA | Conversion of a former care home to Purpose Built Student Accommodation (PBSA) comprising 48 studio bedspaces, including re-roofing of conservatories; cycle shelter; bin store; EV bays and associated works | Hallgarth Care Home Hallgarth Street Durham DH1 3AY

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

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

a) To note:

DM/26/00402/FPA and DM/26/00403/LB | Removal of 4No. condensing units and 2No. ventilation units with associated ductwork, as well as installation of a new Salda Amber Air Compact S-R-2000-H-E-L-C1 Air Handling Unit, 1No. Daikin VRF condensing unit on the first floor roof deck, and moving 1no. existing condensing unit to a new location on the roof, with associated works internally | Lloyds Bank 19 Market Place Durham DH1 3NL

DM/26/00447/LB | A new 4 mm external fibre-optic cable will be installed and routed along the plinth brickwork to provide ultrafast fibre broadband

services to St Anne's Court. The cable will then be brought into the building and distributed to individual apartments as required | St Annes Court Castle Chare Durham DH1 4TZ

DM/26/00486/FPA | General maintenance of stone, banding detailing and iron railing. Repair and maintenance of all white timber sash and case windows | 9 Market Place Durham DH1 3PN

DM/26/00552/AD | Erection of illuminated and non-illuminated signage to the exterior of the building and redecoration of the exterior walls | The Shakespeare 63 Saddler Street Durham DH1 3NU

DM/26/00435/FPA | Additional garage alongside existing to be built over existing allocated parking space | 15 The Bowers Durham DH1 4EH

b) To discuss:

DM/26/00249/FPA | Change of use of land to private garden space with installation of boundary treatments | 20 Ferens Park Durham DH1 1NU

DM/26/00287/AD | 1no. Large Black Fascia sign, 1no. small black fascia sign externally illuminated by trough light above, 1no. internally illuminated menu board, 1no. hanging projecting sign with 'Babuls' square logo, 2no. black cut vinyl 'Babul' square logo to entrance door glazing, yellow double line vinyl manifestations to glazing, tropical leaf graphic manifestation to lower section of windows and 1no. outdoor advertisement menu screen LED | 17 The Riverwalk Millburngate Durham DH1 4SL

DM/26/00300/FPA and DM/26/00301/LB | Application is for a change of use from existing university buildings to the previous and original use of 3 dwelling houses | 23, 24 & 25 Old Elvet Durham DH1 3HY

DM/26/00464/LB | External stonework repairs and redecoration of windows | St Cuthberts Presbytery Old Elvet Durham DH1 3HL

DM/26/00357/FPA | Remove front door and windows, dwarf wall to provide level plane and new black aluminium bifold doors | Coviello 24 Silver Street Durham DH1 3RD

DM/26/00489/FPA | Demolition of the gable chimney stack and flues, various repair works including the introduction of parriss 2 plates to stabilise the gable wall, and replacement of rainwater goods and cladding | 3A Ravensworth Terrace Durham DH1 1QP

DM/26/00504/FPA | Two storey side, rear and front extensions, sliding gate and garden alterations including railings, retaining walls and fencing (Resubmission of DM/25/00643/FPA) | 7 Diamond Terrace Durham DH1 5SX

DM/26/00256/TPO | T1. Lime - Prune, Crown thin, Crown reduce and Crown lift by 50 percent | Elvet Meadow Villa Darlington Road Durham DH1 3FS

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

Epic Bars and Clubs Limited	Home and Botanic (former Revolution Bar) North Road Durham DH1 4PW	Application to vary a premises licence To change the plan attached to the current premises licence in relation to the new floor plan with additional bar in the basement. No other changes to the licence are to be made.	3 April 2026
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9. Dates of future meeting(s) of this Committee:

3rd April 2026 at 10:00am via Zoom
17th April 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 March 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 Richard Ormerod and Councillor Chris Tunstall (Shincliffe Parish Council) and Dr Francis Whalley, Mr John Ashby, Mr Allan Gemmill and Mr John Lowe (members of the public).

1. Welcome and apologies

Apologies were received 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 20th February 2026

The minutes of the meeting held on 20th February 2026 were unanimously **agreed** as a true and accurate record of the meeting.

4. To receive any public participation comments on the following agenda items.

Mr Richard Ormerod and Councillor Chris Tunstall advised that they were attending the meeting to contribute to discussions on application DM/25/03404/OUT. Councillor Chris Tunstall advised that Shincliffe Parish Council is objecting to this proposal and asked the City of Durham Parish Council to consider doing the same.

Councillor Chris Tunstall explained that the Integra 61 application is located within the Cassop-cum-Quarrington Parish Council area, but the proposed Bowburn Development Road terminates on the A177 within the Shincliffe Parish. Councillor Chris Tunstall advised that Shincliffe Parish Council is very concerned about the volume of traffic that this development will generate.

Councillor Tunstall stated that the traffic assessment done by the applicant's consultants, Litchfields and Sistra, is inadequate. Councillor Chris Tunstall advised that consultants have only assessed the impact on the A177 up to the first entrance into High Shincliffe, but have not assessed the impact on key junctions further along the A177 such as at Mill Lane, Whinney Hill and Mountjoy. Councillor Tunstall said this is a major concern as this additional traffic is predicted to increase flows on the A177 by nearly 32%.

Councillor Tunstall explained that Shincliffe Parish Council has engaged its own traffic consultant, who has advised that the applicant's proposals for modal shift

away from car use are substandard and will not adequately mitigate the traffic impacts. Councillor Chris Tunstall advised that Shincliffe Parish Council wants to see a much stronger commitment to improving public transport, cycling and walking access to the site.

Councillor Tunstall stated that Shincliffe Parish Council believes the traffic impacts of this development have not been properly assessed, and they would like to see the City of Durham Parish Council submit an objection to ensure these impacts are properly evaluated and mitigated.

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

5. Durham City Conservation Area Management Plan (CAMP) Phase 3 Consultation

The Clerk provided an update on the ongoing CAMP Phase 3 consultation. He noted that the council has now agreed to include views outwards from the World Heritage Site in the CAMP, which he considered a victory, even though the proposed text is brief.

Mr John Lowe expressed some confusion about where exactly the text on outward views would be included - whether in the CAMP itself or in the separate WHS Setting Guidance document. He wanted to see clarification on the intended placement of this text.

The committee generally agreed that getting the inclusion of outward views was an important step, even if the wording is brief. There was no strong appetite to comment on this any further, with the view that this was a positive outcome overall.

The Committee **agreed** that the Clerk should submit a comment to the consultation thanking the council for including the outward views, without the need for any formal objection or further action from the parish council at this stage. City of Durham Trust colleagues indicated they would also review the proposal further before deciding if they need to take any additional steps.

6. Update on the City of Durham Neighbourhood Plan Steering Group

The Clerk provided an update on the membership and structure of the Neighbourhood Plan Steering Group. The Clerk noted that the group would ideally have around 10 members, including some representatives from the previous Neighbourhood Plan working group, as well as some business and resident representatives.

There was a discussion about how to select the resident representatives, with the Committee generally agreed that the membership should be retained as a maximum of 10 if possible.

The Committee **agreed** that the group should be structured as a "working group" rather than a "steering group", with a focus on members actively contributing and taking on tasks, rather than just providing high-level oversight.

The Clerk advised that, following consultation with Members, he had reached out to a number of residents with specific expertise and experience, including those from the previous working group. The Clerk advised that he would then aim to convene the first meeting of the new Neighbourhood Plan Working Group as soon as possible.

The Committee emphasized the importance of getting the right mix of expertise and commitment on the Working Group, rather than trying to include representatives from every residents' group.

7. Consultation on the Discount Market Sale Supplementary Planning Document (SPD)

The Clerk provided an overview of the Discount Market Sale SPD, noting that it aims to provide greater clarity on the implementation of this affordable housing product across County Durham. While supportive of the objectives, the Clerk highlighted several aspects of the SPD that could benefit from clarification or strengthening:

The SPD assumes a mortgage multiplier of 3.5 times income, which may underestimate borrowing capacity and distort discount calculations. More up-to-date mortgage lending practices should be referenced.

The SPD relies on informal evidence sources like discussions with mortgage advisors, rather than published data. More robust evidence should be used.

The viability evidence referenced is outdated, based on 2020 data, and should be updated to reflect current market conditions.

The Committee generally agreed with the Clerk's assessment and the need for the SPD to be strengthened. However, there was a broader discussion about the limitations of "affordable housing" in addressing the real need for social housing in the area.

The Committee did not see a need for a formal objection, but **agreed** that the Clerk should draft a response to the consultation highlighting the areas that require clarification or improvement in the SPD.

8. Matters arising:

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

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. The Committee **approved** the response to this application.

DM/26/00203/FPA | Demolition of brick kiln (retrospective) and reinstatement of footings with interpretation board | Kepier Farm Kepier Lane Gilesgate Durham DH1 1LB. The Committee **approved** the response to this application.

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

DM/25/03404/OUT | Outline planning application for the erection of commercial buildings (B2 (General Industrial), B8 (Storage and Distribution)) with ancillary office floorspace, part new road linking the A688 to the A177 with associated infrastructure, access, landscaping and other related works (all matters reserved) | Integra 61 Phase 2 To The West Of Amazon UK Integra 61 West Bowburn DH6 5FG. The Committee **agreed** to object to this application. The Clerk **agreed** to draft the objection letter to this proposal.

Appeal hearing for DM/24/02972/FPA | Conversion of a former care home to Purpose Built Student Accommodation (PBSA) comprising 48 studio bedspaces, including re-roofing of conservatories; cycle shelter; bin store; EV bays and associated works | Hallgarth Care Home Hallgarth Street Durham DH1 3AY. The Committee **noted** that an appeal hearing date of 24th March had been set to determine this appeal. The Committee **agreed** that Councillor L Brown should represent the Parish Council at this hearing.

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

c) To note:

DM/26/00339/LB | Installation of bracket to mount projector on west wall of the Norman Chapel | University College Durham Castle Palace Green Durham DH1 3RW. It was **agreed** to note this application.

DM/26/00332/TPO | E1XL pop to be re pollarded back to main stem and previous pollarding points | 6 Dalton Crescent Nevilles Cross Durham DH1 4FB. It was **agreed** to note this application.

d) To discuss:

DM/26/00394/FPA | Replacement of 1.0m wrought iron railings to south boundary adjacent to public footpath with solid 1.8m high brick wall & piers | 33 Richardby Crescent Durham DH1 3TY. It was **agreed** to note this application.

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

- Application to vary a premises licence by Babul's (Durham) Limited for Babul's. Unit 17, The Riverwalk. Milburngate. Durham. DH1 4SL. It was agreed to object to this application under the objective of preventing a public nuisance. The Clerk and Councillor R Handy **agreed** to draft the response to this application.

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

20th March 2026 at 10:00am via Zoom

3rd April 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 March 2026)**