



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: 11th May 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 15th May 2026** for the purpose of transacting the following Agenda business as shown.

Join Zoom Meeting

<https://us02web.zoom.us/j/85617801947>

Meeting ID: 856 1780 1947

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 1st May 2026**
- 4. To receive any public participation comments on the following agenda items.**
- 5. Discussion on the status of Durham Station with reference to the new National Planning Policy Framework**
- 6. Matters arising:**

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

DM/26/00592/CEU | Use of existing residential property for short-term holiday letting purposes | Rowanwood Clay Lane Durham DH1 4QL

DM/26/00808/CEU | Certificate of lawfulness for the existing use of the property as a Class C4 House in Multiple Occupation | 3 Southend South Road Durham DH1 3TG

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

DM/26/00975/FPA | Rear kitchen extension | 14 Hawthorn Terrace Durham DH1 4EL

DM/26/00980/FPA | Replacement of the front timber sash windows with new timber sash windows. Replacement of the rear timber sash windows with upvc sash windows. Replacement of the rear timber casement windows with upvc casement windows. Infill of 1 existing window opening with brick to match existing. Installation of 1 velux window to the rear slope of the main roof. Replacement of the dormer felt roof with EDPM. Replacement of conservatory acrylic sheet roof with fibre cement slate tiles and 2x velux windows. Replacement gutter, downpipes and soil pipes | 12 Brierville Durham DH1 4QE

DM/25/03389/OUT | Outline planning application for access with all other matters reserved for the construction of 2no. dwellings with attached garages, demolition of the stable block, conservatory extension on Fernhill and erection of a garage | Fernhill Newcastle Road Crossgate Moor Durham DH1 4JZ

DM/26/00766/LB | Listed building consent for the change of use of the upper floors, including internal alterations and roof extension, to create three apartments (House in Multiple Occupation - Use Class C4) | 6 - 7 Market Place Durham DH1 3HL

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

Appeal 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

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

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

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

a) To note:

DM/26/00797/FPA | Proposed replacement conservatory roof | 21 South Street Durham DH1 4QP

DM/26/01036/TPO | Various tree works | Sheraton Park North Of Kirkwood Drive Nevilles Cross DH1 4FF

DM/26/01123/LB | Replacement windows and internal alterations to basement steps | 43 Crossgate Durham DH1 4PS

b) To discuss:

DM/26/01032/FPA | Change of use of 3 bed dwellinghouse (C3) to 3 bed HMO (C4) including cycle parking and bin storage | 27 St Bedes Close Crossgate Moor Durham DH1 4AA

DM/26/00611/FPA | Demolition of existing rear extension and replace with single storey bedroom extension and loft conversion to existing HMO | 5 High Wood View Durham DH1 3DT

DM/26/00940/FPA | Remove part of the garden wall and hedgerow beyond the final parking area space to create off street parking for use of the residents of the property, and using low wooden gates | Crestholme The Avenue Durham DH1 4DX

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

Epic Bars and Clubs Limited	Home and Botanic North Road Durham DH1 4PW	Application for a minor variation To amend the following condition on the premises licence: Children under the age of 18 will not be allowed on the premises unless accompanied by an adult. To read as follows: Children under the age of 18 are allowed in the premises before 8.00pm without an adult.	18 May 2026
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CD Wines Limited	Norse 26 Market Place Durham DH1 3NJ	Application for the grant of a premises licence Sale of alcohol (on and off the premises) Monday to Sunday 12.00pm to 11.00pm	27 May 2026
University	The Graham Sports Centre Maiden Castle Durham DH1 3SE	Application to vary a premises licence The application requests updates to the existing premises licence to add conditions add activities, change of hours and extension of the licensable area: • Plays (indoors) Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Films (indoors) Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Indoor sporting events Monday to Saturday 8.00am to midnight, Sunday 8.00am to 11.00pm • Live music (indoors) Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Recorded music (indoors) Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Performances of dance Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Anything of a similar description to live music, recorded music and dancing Monday to Saturday 10.00am to midnight, Sunday 10.00am to 11.00pm • Sale of alcohol (on and off the premises) Monday to Saturday 11.00am to midnight, Sunday 12.00pm to 11.00pm	3 June 2026

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

29th May 2026 at 10:00am via Zoom

12th June 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 1st May 2026

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

Also present: Mr A Shanley (Parish Clerk), Mr Andrew Moore and Dr Francis Whalley (members of the public).

1. Welcome and apologies

None received.

2. To receive any declarations of interest from members

No formal declarations received however Councillor C Lattin wished to note to the Committee that she used to live at 12 Brierville.

3. To receive and approve as a correct record the minutes of the meeting held on 2nd April 2026

The minutes of the meeting held on 2nd April 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 Andrew Moore advised that he was attending the meeting to contribute to the discussion in relation to application DM/26/00592/CEU. Mr Moore advised that he was a neighbouring resident and that he would be formally lodging an objection in this case.

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

5. Consultation on the Shincliffe Pre-Submission Draft Neighbourhood Plan

The Committee considered the content of the consultation on the Shincliffe pre-submission draft neighbourhood plan. The Committee commended the quality of work produced, noting that Jo-Anne Garrick (the planning consultant supporting the process) has been instrumental in progressing neighbourhood plans across the county.

The Committee highlighted that the designation of 28 local green spaces may potentially be vulnerable to challenge at examination stage. The National Planning Policy Framework requires each local green space to be demonstrably special, close to the community, local in character, and not an extensive tract of land. Each designation requires robust site-by-site evidence. Given recent government changes weakening Green Belt protections, local green space designations have

become increasingly significant in neighbourhood plans as an alternative protective mechanism.

Minor technical issues were also noted. The committee observed that the plan lacks a student housing policy, though this may reflect the demographic composition of Shincliffe, where student accommodation is less prevalent than in other areas.

The committee resolved to fully support the plan's progression, recognising the substantial work undertaken by the neighbourhood planning group and the Parish Council and fully commended the Council on its work.

6. Update on the proposed Article 4 Direction (front gardens) for parts of Durham City

The Committee discussed the County Council's response to a substantive report submitted regarding a proposed Article 4 Direction to restrict permitted development rights for front garden paving and hard-surfacing in parts of Durham City. The Committee expressed its serious disappointment at the Council's response which states that insufficient evidence existed to justify the direction.

The committee expressed frustration that the council appeared unwilling to engage further on the matter, having consulted only internally with design and conservation and highways colleagues without meeting with parish representatives.

Councillor G Holland described the County Council's response as "totally unacceptable"; noting the failure to consider environmental and sustainability implications. Councillor G Holland emphasised that the Parish Council now has five County Councillors who should escalate the matter with appropriate officers at County Hall.

The Committee **agreed** to issue a press release on this issue and Councillor G Holland and the Clerk agreed to work together on this. In the meantime, Councillor L Brown also **agreed** to discuss the matter with Councillor M Wilkes in order to see if this could be progressed internally within Durham County Council.

7. Matters arising:

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

DM/26/00765/FPA | Change of use of the upper floors, including internal alterations and roof extension, to create three apartments (Use Class C4) | 6 - 7 Market Place Durham DH1 3HL. The Committee **approved** the response to this application.

DM/26/00566/FPA | Revised scheme incorporating amendments, for the redevelopment of the existing shopping centre, comprising partial demolition of the shopping centre above the existing mall level (Levels 5 and above) and erection of replacement commercial units (Class E), and purpose built student accommodation (Sui Generis) at Level 5 and above, along with a new outdoor public square and public realm improvements. External alterations to the boat repair and maintenance workshop including use of external area to create outside

terrace (Class E), external alterations to the elevations of the retained areas of the shopping centre and car park, hard and soft landscaping and other associated works | Prince Bishops Shopping Centre High Street Durham DH1 3UJ. The Committee **approved** the response to this application.

DM/26/00602/FPA | Change of use of the existing retail unit to a drinking establishment | 13 - 15 Silver Street Durham DH1 3RB. The Committee **approved** the response to this application.

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

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. The Committee **noted** that this application has now been withdrawn by the applicant.

DM/21/02697/FPA | Addition of conservatory and terrace to serve the restaurant and bar | Farnley Tower The Avenue Durham DH1 4DX. The Committee **noted** that this application has now been finally disposed of.

DM/25/02344/FPA | Change of use from seminar and lecture rooms (use class F1) to dwellinghouse (C3) | 26 Old Elvet Durham DH1 3HY. The Committee **noted** that this application has now been approved.

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

a) To note:

DM/26/00883/LB | Internal re-configuration of a small ground floor area, used as student accommodation, to form 3 new en-suite bedrooms and a laundry room | St Johns College 1 - 7 South Bailey Durham DH1 3RJ. It was **agreed** to note this application.

DM/26/00891/LB | Replacement of three timber windows and one external timber door with new double-glazed windows and door to same appearance; draught-proofing and secondary glazing to another window | 75 Hallgarth Street Durham DH1 3AY. It was **agreed** to note this application.

DM/26/00911/LB | 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 | 12 Market Place Durham DH1 3NE. It was **agreed** to note this application.

DM/26/00884/FPA | Retention of engineering operations to the rear and installation of boundary treatments to front and rear elevations | 7 Orchard Drive Durham DH1 1LA. It was **agreed** to note this application.

DM/26/00983/LB | Repainting of shop front and replacement of existing signage with new hand painted signage | 26 Elvet Bridge Durham DH1 3AA. It was **agreed** to note this application.

b) To discuss:

DM/26/00592/CEU | Use of existing residential property for short-term holiday letting purposes | Rowanwood Clay Lane Durham DH1 4QL. It was **agreed** to object to this application and also call the application to Committee. The Clerk **agreed** to draft the response to this application.

DM/26/00808/CEU | Certificate of lawfulness for the existing use of the property as a Class C4 House in Multiple Occupation | 3 Southend South Road Durham DH1 3TG. Councillor R Cornwell identified that the application appeared to justify an additional room that would not be covered by the certificate. Councillor R Cornwell raised the question of whether any extension would constitute permitted development, noting the need to consider policy constraints and **agreed** to draft a letter on behalf of the Committee to that end to the LPA. The Committee **agreed** this approach.

DM/26/00975/FPA | Rear kitchen extension | 14 Hawthorn Terrace Durham DH1 4EL. It was **agreed** to object to this application. It was also **agreed** that Jo-Anne Garrick should be asked to draft the response to this application.

DM/26/00980/FPA | Replacement of the front timber sash windows with new timber sash windows. Replacement of the rear timber sash windows with upvc sash windows. Replacement of the rear timber casement windows with upvc casement windows. Infill of 1 existing window opening with brick to match existing. Installation of 1 velux window to the rear slope of the main roof. Replacement of the dormer felt roof with EDPM. Replacement of conservatory acrylic sheet roof with fibre cement slate tiles and 2x velux windows. Replacement gutter, downpipes and soil pipes | 12 Brierville Durham DH1 4QE. It was **agreed** to object to this application. The Clerk **agreed** to draft the response to this application.

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

15th May 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
(15th May 2026)**