

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 13th October 2023

Present: Cllr G Holland (in the Chair), Cllr A Doig, Cllr V Ashfield, Cllr C Lattin and Cllr R Ormerod.

Also present: Mr A Shanley (Parish Clerk), Mr Roger Cornwell and Mr John Lowe (members of the public) and Mr Steven Major (Staven Major Ltd).

1. Welcome and apologies

Apologies were received from Councillors E Ashby and S Walker. The Chair accepted that Councillor V Ashfield be permitted to substitute for Councillor S Walker for the purposes of this meeting and thanked Councillor V Ashfield for attending.

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 29th September 2023

The minutes of the meeting held on 29th September 2023 were unanimously **agreed** as a true and accurate record of proceedings.

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

Mr Roger Cornwell 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. Pre-application discussion with Steven Major regarding a planning proposal for 10-11 Silver Street

The Chair welcomed Mr Steven Major to the meeting. Steven began by thanking the Committee for their time today. Steven advised that, on behalf of his client Saddler Property and Land, he is in the process of preparing a planning application to convert the upper floors of 10-11 Silver Street to provide a 6-bed and a 3-bed HMO.

Steven advised that the works are proposed to include a second-floor extension to the modern intervention at no.11 facing Silver Street and presented plans for this. Steven advised that the rear of the property is also going to be developed as it is in a very bad state of repair.

Steven advised that the buildings were unlisted but that they were non-designated heritage assets (NDHAs).

Councillor V Ashfield asked if a dormer for 11 Silver Street is being introduced to the roof level. Steven confirmed that there would not be.

Councillor C Lattin asked where the rear entry and exit would be for both properties. Steven advised that there is no rear entry or exit for either property but that the fire escape for both would be to Moatside Lane.

Councillor C Lattin also asked where the bins for both properties would be. Steven advised that both properties would have internal bin store areas and the waste will be collected and taken away by a management company.

Councillor C Lattin also asked if cycle storage is possible for both properties. Steven advised that this is not possible for either property.

The Clerk asked if this would support a retail use to the downstairs and if so, whether there is a retailer lined up for the unit to the ground floor. Steven advised that it is proposed that a café - with a military theme for families of veterans, etc. to use – goes into this unit. Steven advised that negotiations were still ongoing with the army on this.

Roger asked if there were plans to repair the walls to the rear of the property. Steven confirmed that the walls would indeed be repaired as part of the development.

The Clerk asked if the new painting/ rendering of the properties could be done simultaneously to ensure that there is no mis-match between the colours of the adjoining buildings. Steven confirmed that this is what it is being proposed.

The Clerk also expressed concerns that the proposed windows to the first and second floor for number 11 were very overlooked from the side windows from number 12 and vice-versa. Steven advised that he understood those concerns and that he was looking at ways to ensure that privacy for both properties can be retained in some way.

There being no further questions, the Chair thanked Steven for his presentation and at that point Steven left the meeting.

6. Matters arising:

(a) To consider the outcomes of the following planning and licensing application(s) in the parish area:

DM/23/01442/FPA | Change of use of dwellinghouse (Use Class C3) to HMO (Use Class C4) | 33 St Bedes Close Crossgate Moor Durham DH1 4AA. The Committee **noted** that this application had now been refused and thanked Councillor S Walker for representing the Parish Council at this hearing.

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

DM/23/01167/FPA | Change of use from dwellinghouse (Use Class C3) to small House in Multiple Occupation (Use Class C4) with alterations to existing bay window | 5 Lyndhurst Drive Crossgate Moor Durham DH1 4AE. The Committee **agreed** to submit a representation to the Inspectorate on this appeal, urging that this appeal be dismissed. The Clerk **agreed** to draft this letter.

7. To consider the following new licensing application(s) in the parish area:

Application for the review of a premises licence by the City of Durham Parish Council for Ye Olde Elm Tree. 12 Crossgate. Durham. DH1 4PS. The Clerk advised that he had now served notice on the premises in relation to the review application by the Parish Council. The Clerk also advised that he is seeking a mediation meeting with the premises ahead of the licensing hearing at County Hall. The Committee thanked the Clerk for actioning this on their behalf.

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

a) To note:

DM/23/02573/LB | Internal alterations to lower ground and ground floor, signage to front, 1no window and 2no extractor fans to rear | 12 Elvet Bridge Durham DH1 3AA. It was **agreed** to note this application.

DM/23/02808/FPA | Change of use from a flat to dining space for restaurant use. | Coarse Restaurant Reform Place North Road Durham DH1 4RZ. It was **agreed** to note this application.

DM/23/02819/LB | Removal of 3no. existing signs and installation of 3no. new aluminium sign mounted to 12-15 The College. | 12 The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02820/LB | Installation of 1no. new aluminium sign mounted to existing wall of 16 The College. Wall repointing and 5 no. stone repairs prior to work. | 16 The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02822/LB | Removal of 4no. existing signs mounted to existing walls. Installation of 3no. new aluminium signs mounted to existing sandstone wall of Chapter Clerk's Office | The Cathedral Office The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02823/LB | Installation of 1no. new aluminium sign mounted to existing garden wall of Durham Light Infantry Garden | Durham Cathedral The College Durham DH1 3EH. It was **agreed** to note this application.

DM/23/02824/LB | Removal of 1no. existing sign mounted to existing gate and installation of 1no. new aluminium sign to gate of Bailey Garden (Sign 14) | Bailey Gardens South Bailey Durham DH1 3EE. It was **agreed** to note this application.

DM/23/02825/LB | Removal of 5 no. existing mounted signs to the wall attached to 8 The College. Installation of 5 no. new signs mounted to existing wall. | 8 The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02826/LB | Removal of 2no. existing signs mounted to existing sandstone columns | 1 The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02829/LB | Removal of 1no. existing noticeboard mounted to existing wall. Stonework repairs to be carried out on wall prior to fitting of signs. Installation of 2no. new aluminium signs mounted to the wall of the gatehouse. | Porters Lodge The College Durham DH1 3EQ. It was **agreed** to note this application.

DM/23/02841/PA | Prior approval for loading bay (20m x 5m), allowing for safe movement of timber (additional information required has been provided pursuant to DM/23/02027/PNR) | 2 Burn Hall Durham DH1 3SR. It was **agreed** to note this application.

DM/23/02821/LB | Removal of 2no. existing mounted signs and 1no. freestanding sign. Installation of 2no. new aluminium sign mounted to existing wall of The Deanery. | The Deanery The College Durham DH1 3EQ. It was **agreed** to note this application.

b) To discuss:

No applications were discussed under this item.

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

27th October 2023
10th November 2023
24th November 2023

There being no further business, the Chair thanked all attendees for their attendance and contributions and closed the meeting.

Signed,

G. Holland

Chair of the City of Durham Parish Council Planning and Licensing Committee
(27th October 2023)