

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 12:00pm on Friday 9th August 2024

Present: Cllr G Holland (in the Chair), Cllr E Ashby, Cllr J Ashby, Cllr C Lattin and Cllr S Walker.

Also present: Mr A Shanley (Parish Clerk), Dr Francis Whalley, Mr Robin Chapman, Mr Roger Cornwell, Mr Allan Gemmill and Ms Sue Childs (members of the public).

1. Welcome and apologies

Apologies were received and accepted from Councillor N Brown.

No apologies were received from Councillor R Hanson.

2. To receive any declarations of interest from members

Councillor S Walker declared an interest in application DM/23/03233/FPA and took no part in the discussion on this application.

3. To receive and approve as a correct record the minutes of the meeting held on 29th July 2024

The minutes of the meeting held on 29th July 2024 were unanimously **agreed** as a true and accurate record of proceedings.

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

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

Mr Roger Cornwell 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.

Ms Sue Childs advised that she was attending the meeting with a particular interest in item 7 on the Agenda.

Mr Robin Chapman advised that he was attending the meeting in order to express his concerns at a recent meeting of the Central and East Area County Planning Committee he had attended.

In particular, Mr Chapman raised concerns at the way in which this meeting was conducted and the approval of a number of Change of Use proposals within the City area. Mr Chapman advised that a large number of the Committee had submitted apologies for this meeting and also expressed his dismay that two Councillors representing the City area had abstained from the vote of at least one application.

Mr Chapman expressed his disappointment at the lack of due care and consideration Members appears to make to local resident concerns and advised that he felt that only Members representing the City area should sit on this Committee. Mr Chapman expressed his upset that Members from outside the area were able to determine an application from outside the area they represented.

The Chair thanked Mr Chapman for raising these concerns with the Committee and advised that he was aware that the Clerk had already responded in writing to a number of these concerns.

The Chair echoed Mr Chapman's disappointment in the obvious low turnout of Members for this meeting and expressed that he felt this left a democratic vacuum on issues very important to our residents' hearts.

The Chair advised that whilst a number of concerns expressed by Mr Chapman may indeed be valid, as a Parish Council, the Committee is not able to legislate or take any action against these matters and therefore it is right that the Parish Clerk has indicated in writing the route that Mr Chapman should take if he wishes to pursue this matter more formally.

The Clerk advised that he appreciated Mr Chapman's concerns and that he had reviewed the cases Mr Chapman had referred to and could find no material planning reason for a refusal of the schemes. The Committee assured Mr Chapman that the Members he had specifically referred to in his remarks are extremely diligent Members who carefully consider each application in their entirety.

Mr Chapman thanked the Committee for the opportunity to express his concerns.

5. Matters arising:

(a) To approve the draft response(s) to the following planning and/ or licensing application(s):

DM/24/01694/FPA | Installation of glazed outdoor seating area and retractable canopy to rear, replacement windows and internal alterations to facilitate use as cafe and desserts lounge | 19A Silver Street Durham DH1 3RB. Members **approved** the response drafted to this proposal but **noted** that the scheme had already been withdrawn by the applicant.

Letter to DCC's Planning Development Manager regarding the planning portal and the cases Letter to Stephen Reed - **DM/23/02236/FPA, DM/24/00766/FPA** and **DM/24/00770/FPA**. Members **approved** the letter to the Planning Development Manager and agreed to await his feedback.

(b) To consider the outcomes of the following planning application(s)/ appeal(s) in the parish area:

Appeal for DM/23/02988/FPA | The material change of use of a dwellinghouse (Use Class C3) to a small House in Multiple Occupation (Use Class C4) | 10 Mavin Street Durham DH1 3AU. Members noted that this appeal had been refused but expressed concerns at the arguments made by the Inspector in this case. As such, it was **agreed** that the Committee should engage with DCC and ask if they wished to challenge any aspect of this report and it was also **agreed** to draft a rebuttal of some aspects of this report to the Inspectorate directly.

DM/23/03233/FPA | To extend car park | St Cuthberts Hospice Park House Road Durham DH1 3QF. Members noted that this application had been approved, however with little to no reference of the issues of light pollution in either the delegated report or the application conditions. As such, the Clerk confirmed that he would be following up with the Hospice directly in order to ensure that the agreed safeguards against light pollution were adhered to.

6. To consider the following new planning applications in the parish area:

a) To note:

DM/24/02020/PN56 | Prior notification for the installation of 28no. roof-mounted solar panels | Durham County Council Corten House Aykley Heads Business Park Aykley Heads Durham DH1 5TS. It was **agreed** to note this application.

DM/24/02024/LB | Replacement of fire doors within Listed Building | 5 North Bailey Durham DH1 3ET. It was **agreed** to note this application.

DM/24/01802/FPA | The erection of two temporary marquees | Rushford Court North Road Durham DH1 4RY. It was **agreed** to note this application.

DM/24/02049/TPO | Various Tree Works | St Cuthberts Hospice Park House Road Durham DH1 3QF. It was **agreed** to note this application.

DM/24/02052/TPO | T1 - Ash - Remove major deadwood, remove epicormic growth up to 3m to crown lift T2 - Lime - Remove epicormic growth to crown lift to 3m, crown thin by 15% T3 - Sycamore - Remove epicormic growth to crown lift to 3m, crown thin by 15% T4 - Sycamore - Crown thin by 15% pruning back branch tips to give greater clearance from the house T6 - Sycamore - Crown thin by 15% | 36 Faraday Court Nevilles Cross Durham DH1 4FG. It was **agreed** to note this application.

b) To discuss:

DM/24/01551/FPA | Conversion of part of the lower ground floor from retail (E) to form 1no small HMO (C4) | 37 Silver Street Durham DH1 3RD. It was **agreed** to object to this application and also call this application in to Committee. The Clerk **agreed** to draft the response to this application.

DM/24/01938/VOC | Proposed variation of Condition 2 (Approved plans) pursuant to Planning Permission No. DM/23/02622/FPA involving floorplans reduced in gross internal area in one wing of the building across all levels, change to elevations on effected wing and relocation of substation | Land South Of South College The Drive Durham DH1 3LD. It was **agreed** to note this application.

DM/24/01976/VOC | Change glazed link to timber due to structural movement of South Gate house | Gatehouses Mount Oswald South Road Durham DH1 3TQ. It was **agreed** to note this application.

DM/24/02017/FPA | Demolition of single storey garage and conservatory, erection of two storey, single storey side and rear extension and internal alterations. | 1 Crossgate Moor Gardens Durham DH1 4HS. It was **agreed** to note this application.

7. To consider the latest updates on the project with DCC to produce an evidence base for Non-Designated Heritage Assets (NDHAs) in the Conservation Area.

The Clerk expressed his gratitude to the large numbers of volunteers who had recently come forward to support this important work as part of the Conservation Area Management Plan. In particular, the Clerk took the opportunity to thank Sue Childs for her support and agreeing to administer the responses from each volunteer.

The Clerk reported that each volunteer had now been allocated a list of circa. 10 assets to be reviewed and that full instructions had been circulated to each volunteer. The Clerk reported that he had now set up a dedicated email address from which Sue could receive each response from volunteers.

Some Committee Members expressed a number of issues with the forms themselves and the Clerk advised that he would look into these queries directly with Lee Hall.

In addition, some Members also expressed the need for a short training session with Lee Hall in order to ensure that they are carrying out this work correctly. The Clerk advised that he would organise this accordingly and communicate this to all volunteers.

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

23rd August 2024

6th September 2024

20th September 2024

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
(23rd August 2024)**