

City of Durham Parish Council

Minutes of the Planning and Licensing Committee meeting held via Zoom at 10:00am on Friday 23rd January 2026

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

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

1. Welcome and apologies

None received.

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 9th January 2026

The minutes of the meeting held on 9th January 2026 were unanimously **agreed** as a true and accurate records of proceedings.

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

Mr John Ashby advised that he was attending the meeting in order to raise the matter of the application at Leazes Cottage. John advised that he had been made aware that this would now be heard at the relevant Planning Committee of the County Council and advised that he would be speaking at the Committee and it was agreed that Councillor L Brown should represent the Parish Council at this Committee meeting. John thanked the Parish Council for their ongoing representation on this matter.

Mrs Esther Ashby advised that she was attending the meeting to hear the discussions on the recent licence application at the Hen House.

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 John Lowe advised that he was attending the meeting in order to raise the matter of the application at Beau View. John noted that when the Committee had discussed the application previously on 8th September, they had simply noted it, and therefore the County Council had not contacted the Parish Council to inform them of a further amendment being proposed.

John highlighted two key points regarding the application. Firstly, he felt it was a significant application within the parish area. Secondly, John noted the proposed

extensions would result in the near complete eradication of the front garden, which he felt was concerning given the Parish Council's plans for an Article 4 direction regarding front gardens. John stated the runoff from the reduced front garden onto the lane, where water freezes in cold weather, was also an issue.

Councillor R Cornwell noted that the applicant already had permission to extend and add a garage to the front of the property. The Committee felt the current amendments appeared to be a "softening" of the original, with a reduction in the height and scale of the proposed extension.

Whilst the Committee did not feel it could object to this latest amendment to the original proposal, the Committee agreed to seek two conditions request that a) any approval is subject to a condition requiring the retention and protection of the existing boundary hedge; and b) any approval is subject to a condition requiring that the driveway and any associated hardstanding within the application site are constructed from permeable materials. The Clerk **agreed** to draft the response to this VOC application.

5. Updating the City of Durham Neighbourhood Plan

Councillor R Cornwell introduced the item, noting that 1,798 planning applications had been determined since the Neighbourhood Plan was adopted in July 2021. He stated the recommendation was to start a fact-gathering exercise to assess the strengths and weaknesses of the plan, with the aim of updating it to align with the forthcoming new County Durham Plan.

Councillor R Cornwell highlighted that Policy H2, which requires changes in the conservation area to result in an improvement, had been effectively used and quoted in officer reports and appeals. Councillor R Cornwell stressed the need to consult residents as the Neighbourhood Plan is their plan.

The Clerk provided further details, noting the Neighbourhood Plan had been referenced in 990 of the 1,798 determined applications, with 87 refusals, 25 of which cited Neighbourhood Plan policies. The Clerk stated that Policy H2 (protecting the conservation area) had been the most widely used policy.

The Clerk identified two policies of particular concern - the designation of Local Green Spaces and the policy on housing for older people/those with disabilities, given changes in national policy. The Clerk also suggested the Parish Council may wish to consider adopting a policy to address the issue of HMOs being split into multiple flats to circumvent Policy 16.

The Committee discussed the need for a working group to update the Neighbourhood Plan, similar to the original process. There was agreement that the group should include both Parish Councillors and members of the public.

The Committee **agreed** to start the fact-gathering exercise and establish a working group, with the aim of aligning the updated Neighbourhood Plan with the new County Durham Plan. Members were invited to suggest potential participants for the working group.

6. Matters arising:

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

DM/25/03199/PN56 | Prior Notification under Class MA of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use of the 1st floor of Bridge House from Class E to six C3 residential dwellings | First Floor Office Bridge House North Road Durham DH1 4PW. The Committee **noted** that this application had been approved with the requested occupancy restriction requested by the Parish Council.

DM/25/02946/FPA | Change of use from Class E to a drinking establishment with enhanced food provision (Sui Generis) | Units 22 To 24 The Riverwalk Millburngate Durham DH1 4SL. The Committee **noted** that this application had been approved with the requested operational times restriction requested by the Parish Council.

DM/25/02617/FPA | Two storey side extension and single-storey rear extension, extension of existing porch | 3 Toll House Road Crossgate Moor Durham DH1 4HU. The Committee **noted** that this application had been withdrawn.

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

DM/25/03389/OUT | Outline planning permission for access and 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. The Committee **noted** that a number of objections had been submitted in response to this application.

SCO/25/00022 | Environmental Impact Assessment (EIA) Scoping Opinion request in relation to an outline planning application for the delivery of a residential-led mixed use development | Land To The North Of Hagg House Farm Harvest View Hag House Farm Pity Me DH1 5RN. The Committee **noted** the content of this screening opinion application and expressed concerns about the traffic implications of such a proposal along the A167 within the City of Durham parish area, should such a scheme come to fruition.

Application for the grant of a premises licence by Canny Folk Limited for Mother Mercy 19 Silver Street Durham DH1 3RB. The Committee noted that this application would be heard at the Statutory Licensing Sub-Committee in February. It was **agreed** that Councillor L Brown should represent the Parish Council at this hearing.

Application for the grant of a premises licence by Muztard Limited for Muztard Social Kitchen 25 and 26 Silver Street Durham DH1 1RD. The Committee **noted** that this application had now been approved.

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

a) To note:

DM/25/03544/VOC | Application Reference Number: DM/25/02039/LB Date of Decision: 31/10/2025. Change to the approved drawings listed in Part 3 (Cond 2) - Approved Plans Substitute proposed first floor plan drawing number 308/A3/101-

04 with revised first floor plan drawing number 308/A3/101-05. Minor alteration | 19 Market Place Durham DH1 3NL. It was **agreed** to note this application.

DM/25/03598/AD | Vinyl signage added above ATM | Railway Station Station Approach Durham DH1 4RB. It was **agreed** to note this application.

DM/26/00025/FPA | Rear single storey (infill) extension with internal modifications | Orthodox Church Providence Row Durham DH1 1RS. It was **agreed** to note this application.

DM/25/03533/FPA | Raise height of single-storey rear roof to create accessible shower room, relocation of back door | 3 Field House Terrace Durham DH1 4NA. It was **agreed** to note this application.

b) To discuss:

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. It was **agreed** to object to this application. The Clerk **agreed** to draft 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. It was **agreed** to object to this application as well as call this in to Committee. The Clerk **agreed** to draft the response to this application.

DM/25/03554/AD | New illuminated signage to the front of the building | 30B The Riverwalk Millburngate Durham DH1 4SL. It was **agreed** to note 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. It was **agreed** to object to this application. The Clerk **agreed** to draft 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. It was **agreed** to object to these applications. The Clerk **agreed** to draft the response to these applications.

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

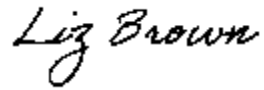
Application for the grant of a premises licence by Abdul Gadir Osman Mohammed Taha for Hen House. 88A Claypath, Durham. DH1 1RG. It was **agreed** to defer a decision on this licence application until the next meeting.

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

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

A handwritten signature in black ink that reads "Liz Brown". The signature is written in a cursive style with a large, stylized 'L' and 'B'.

**Chair of the City of Durham Parish Council Planning and Licensing
Committee
(6th February 2026)**