

# City of Durham Parish Council

## **Minutes of the Planning and Licensing Committee meeting held via Zoom at 10:00am on Friday 1<sup>st</sup> 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 2<sup>nd</sup> April 2026**

The minutes of the meeting held on 2<sup>nd</sup> 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.

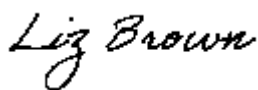
**DM/26/00980/FPA** | Replacement of the front timber sash windows with new timber sash windows. Replacement of the rear timber sash windows with upvc sash windows. Replacement of the rear timber casement windows with upvc casement windows. Infill of 1 existing window opening with brick to match existing. 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:**

15<sup>th</sup> 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**  
**(15<sup>th</sup> May 2026)**