CITY OF DURHAM PARISH COUNCIL

Minutes of the City of Durham Parish Council's Planning and Licensing Committee meeting held on Monday 14th September 2026 at 11:00am via Zoom.

Present: Cllr L Brown (in the Chair), Cllr G Holland, Cllr R Handy, Cllr C Lattin and Cllr P Layton.
Also present: Mr A Shanley (Parish Clerk), Mr Allan Gemmill, Mr John Lowe and Mr John Ashby (members of the public).

1. **Welcome and apologies**

Apologies were received and **accepted** from Councillor R Cornwell.

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 3rd August 2026**

The minutes of the meeting held on 3rd August 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 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 with a general interest in all Agenda items.

Mr John Ashby advised that he was attending the meeting with a general interest in all Agenda items.

5. **Letter to the County Durham and Darlington Chief Fire Officer re: HMO fire safety standards**

The Clerk reported that no formal response had been received to the letter sent to the Chief Fire Officer of County Durham and Darlington Fire and Rescue Service, other than an acknowledgement holding message.

By way of background, the Clerk reminded members that the letter has drawn attention to specific cases of concern both within and outside the parish boundary and the Parish Council had additionally requested that the Chief Fire Officer engage with the HMO licensing team on this important matter.

Mr John Lowe placed on record his thanks to the Clerk for pursuing the matter and to Allan Gemmill for the considerable volume of useful supporting information he had provided to assist in the preparation of the Council's response.

Mr Allan Gemmill further drew Members' attention to a further example of concern outside the parish area and expressed frustration that the HMO licensing team had

again not been included on the consultee list, meaning that no advisory comments would be made to the applicant in the event of approval.

Following discussion, it was **agreed** that the Clerk would allow a full month from the date of the letter before following up with the Chief Fire Officer, with a reminder to be issued on or around Monday 28th September 2026 if no substantive response had by then been received.

6. Matters arising:

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

DM/26/01723/FPA | Replace timber upper floor windows with slimline aluminium thermally broken windows | 16 - 17 Silver Street Durham DH1 3RB. The Committee **approved** the response to this application.

DM/26/01812/FPA | First floor rear extension over existing kitchen offshoot to create 2no shower rooms with associated internal alterations to existing C4 HMO | 6 High Wood Terrace Durham DH1 3DS. The Committee **approved** the response to this application. In approving the response however, Members noted the additional information in relation to the licence from the applicant's agent and agreed to submit a rebuttal on this matter. The Clerk **agreed** to draft a follow-up response on this.

DM/26/01655/VOC | Variation of Condition 4 (heights) limited to Block E in the north east corner of the site pursuant to planning permission DM/20/03238/OUT | Land To The North Of Mount Oswald The Approach Durham DH1 3TQ. The Committee **approved** the response to this application.

DM/26/01695/RM | Reserved matters application relating to access, appearance, landscaping, layout and scale pursuant to outline planning permission DM/20/03238/OUT for a scheme of purpose-built student accommodation for up to 850 students | Land To The North Of Mount Oswald South Road Durham DH1 3TQ. The Committee **approved** the response to this application.

DM/26/01846/FPA | Construction of 1no. self-build dwelling | Land West Of Flass Vale Hall Newcastle Road Crossgate Moor Durham DH1 4HR. The Committee **approved** the response to this application.

Appeal 6014265 - Variation of condition 2 (approved plans) pursuant to planning permission DM/21/04095/LB to allow an increase in height. (amended description) - Leazes Cottage Leazes Place Durham DH1 1RE. The Committee **approved** the response to this appeal.

DM/26/01850/CEU | Certificate of Lawful Existing Use to confirm that the property's established use as a small HMO (Class C4) was in place before the introduction of the Durham City Article 4 Direction (1 September 2016) and has continued lawfully to the present day | 11 Geoffrey Avenue Durham DH1 4PF. The Committee **approved** the response to this application.

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

a) To note:

DM/26/02146/FPA - Proposed 2-storey side extension and single storey rear extension - 4 St Leonards Framwelgate Peth Durham DH1 4NH. It was **agreed** to note this application.

DM/26/02154/FPA - Demolition of existing single storey side and rear extension; construction of new single storey side and rear extension - 10 The Grove North End Durham DH1 4LU. It was **agreed** to note this application.

DM/26/02227/FPA - Renovation of existing sliding sash windows - 44 Hallgarth Street Durham DH1 3AT. It was **agreed** to note this application.

b) To discuss:

DM/26/02147/FPA - Two storey side extension with associated roof extension and extension of existing front porch (resubmission of DM/25/02617/FPA) - 3 Toll House Road Crossgate Moor Durham DH1 4HU. It was **agreed** to note this application.

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

Application for the grant of a premises licence by Siddle Hospitality Limited for Ground Floor. Flass corner (former CIU Building). Flass Street. Durham. DH1 4EF. It was **agreed** to note this application.

Application for the grant of a premises licence by Conelab Group Limited for Conelab Unit. 36 The Riverwalk Durham DH1 4SL. It was **agreed** to note this application.

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

28th September 2026 – 11:00am
12th October 2026 – 11:00am
26th October 2026 – 11:00am

There being no further business, the Chair thanked everyone for their attendance and contribution and closed the meeting.

Signed,

Liz Brown

Chair of the Parish Council's Planning and Licensing Committee
28th September 2026