

# Beverley Town Council

## Planning, Property & Services Meeting

5<sup>th</sup> September 2017

**Present:** Councillors Aird (Chair), B Cooper, G Cooper, P Dodsworth, D Elvidge and N Machen.

**In Attendance:** Carol Oliver (Deputy Town Clerk) Helen Watson (Town Clerk), Cllr A Willis and Cllr D Jack.

5 members of the public.

### **435 To receive apologies for absence**

Apologies were received from Cllrs Peacock and McGrath.

### **436 (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.**

Cllr Aird declared a non pecuniary interest in planning application number 17/02675 because she is a ward Councillor.

Cllr Dodsworth declared a non pecuniary interest in planning application number 17/02186 because the applicant lives next door but one.

### **(b) To note dispensations given to any member of the council in respect of the agenda items listed below.**

No dispensations were given.

### **437 To approve the minutes of the Planning Property & Services meeting held on the 25th July 2017**

Cllr Machen said he did not declare a non pecuniary interest in 17/01355. The Deputy Town Clerk agreed to amend the same.

**Resolved:** Following the deletion of the non pecuniary interest by Cllr Machen, the minutes of the Planning Property & Services meeting held on the 25<sup>th</sup> July 2017 were approved.

### **438 To review the action plan from the Minutes of the 25<sup>th</sup> July 2017**

**Resolved:** The action plan from the Minutes of the 25<sup>th</sup> July 2017 was reviewed.

### **439 Matters Arising from the above Minutes not on the Agenda**

No matters arising.

### **440 To discuss and consider the appropriate action for the fencing around and the compound at Kitchen Lane Allotments**

Following Full Council of 24<sup>th</sup> July 2017 Minute Number 387, advice has been taken from East Riding of Yorkshire Council, ERNLLCA and our insurers who advise the fence is fit for purpose as it is protecting our property and signs have been erected to notify members of the public not to climb on the wall or fence. Our legal responsibility has been met by this action.

Some Councillors had inspected the area and thought it should be tidied up and questioned why we needed the skip and compound. Members agreed the Town Council needed to be a good neighbour and agreed the area needed to be tidied.

The Town Clerk explained that the skip is locked to prevent it being filled by none allotment people. It is managed by the office and the Town Council handyman and is used for allotment rubbish only. The Town Council cannot attend the local tip as we are considered as a business.

The compound is needed for storage. It is being considered whether the van would be stored over night near the compound.

She also explained that should the allotments be sold off then the potential people taking over the allotments would need storage. Members said this would not be our issue.

The handyman works part time hours which are taken up with watering. Once the watering is finished the handyman will be able to tidy the area and move items to the new storage facility.

Members also agreed to consider whether the area could be reduced. Cllr Aird consideration could be given to painting the container another colour.

The Town Clerk has a meeting with a fencing company on Friday at the allotments to discuss the best fencing for the area and will report back to Full Council or Planning Property & Services.

**Resolved:** The fence and the compound at Kitchen Lane Allotments will be an Agenda item for the next Full Council or Planning Property & Services following the meeting with the fencing company and the Town Clerk.

Cllrs Jack, the Town Clerk and two members of the public left the meeting at 1845.

Due to members of the public being present for the Agenda Item regarding the trees on the Allotments at Sparkmill, Members agreed to bring Agenda item "**Emails communication regarding trees on the Allotments at Sparkmill**".

#### **441 Emails communication regarding trees on the Allotments at Sparkmill"**

Members considered the papers which had been distributed with the Agenda which showed the tree which was causing the shadowing to the garden and a video was shown. Members agreed the oak tree was very large and was very different to the other trees in the line of trees neighbouring the fence at the rear of Brook Close. The Deputy Town Clerk notified the meeting that the tree was not in a conservation order and does not have a preservation order on the tree. East Riding of Yorkshire Council had advised that consideration must be given to the wildlife as it is bird nesting season.

**Resolved:** Members agreed to fell the tree at the appropriate time and site a more appropriate size tree at the rear of 11 Brook Close.

#### **442 To discuss the allotments:**

##### **a) To receive numbers on the Allotment Waiting List**

The Deputy Town Clerk reported there are 26 people on the waiting list made up as 14 new to the list, 7 wanting the other half and 5 outside the town boundary. All vacant plots are under offer.

##### **b) Any other issues to be reported by the Deputy Town Clerk**

The Deputy Town Clerk reported that the bike shop on Flemingate was going to sort the doors which were stored at the rear of his property which backed onto the allotments. He apologised he had not sorted this earlier.

#### **443 To receive an update on the Skatepark – reports of anti-social behaviour, removal of youth shelter and more lighting and removal of large items being deposited on Skatepark**

**Resolved:** Members requested the Deputy Town Clerk writes to Beverley Labour Branch Secretary to advise her that the Youth Shelter belongs to East Riding of Yorkshire Council, removal of items from the Youth Shelter is the responsibility of East Riding of Yorkshire Council, the lighting is provided by East Riding of Yorkshire Council and the Town Council handyman checks the Skatepark three times per week to sweep and clear litter.

#### **444 To consider grit and litter bin requests**

a) South bank at the kissing gate where Figham Pasture meets the beck

b) At the lock (either side)

c) Any of the following (close to the fishing platforms): North bank - where Jack Taylor Lane arrives at the beck and at fishing platform 40; South bank - at fishing platforms 1, 18, 39 and/or 50

**Resolved:** Councillor Elvidge agreed to check what litter bins are in this area and report back to the Deputy Town Clerk.

**445 Planning Applications - The Committee's views are sought on the following planning applications, on which the Town Council has been consulted by the Local Planning Authority.**

Number	Address	Ward	Plan Type	Application	Decision
17/01893	66 North Bar Without	SMW	F	Erection of single storey extension to rear of 64 & 66 North Bar Without with associated internal and external alterations and height reduction of chimney to rear of no.66	Delegated Power No objection in principle but agree with Conservation Officer regarding maintaining the existing extensions
17/01984	66 North Bar Without	SMW	LBC	Erection of single storey extension to rear of 64 & 66 North Bar Without with associated internal and external alterations and height reduction of chimney to rear of no.66	Delegated Power No objection in principle but agree with Conservation Officer regarding maintaining the existing extensions
17/01681	88 Minster Moorgate	MS	F	Erection of single storey extension to rear	Delegated Power No objection
17/02328	Low Friars, Albert Terrace	SMW	Vary	Variation of Condition 3 (materials) of planning permission 15/03408/PLF - Erection of a detached dwelling (amended design of approval ref 12/02701/PLF)	Delegated Power Objection out of character and adversely affecting the Conservation Officer
17/02185	Ciao 16 Maple Drive B	SMW	F	Installation of flue and attenuators following removal of existing discharge flue and cowl	Delegated Power No Objection
17/02275	Arden House 5 Albert Terrace	SMW	F	Erection of single storey extension and canopy to rear	Delegated Power No objection
17/02256	2 Holly Bush Way	SMW	F	Conversion of garage to additional living accommodation	Delegated Power No objection

17/02401	Land West of 87 Norwood Grove	SME	F	Land West Of 87 Norwood Grove	Delegated Power Objection - over development of the site
17/01659	East Riding Theatre 10 Lord Roberts Road	MS	PAD	Display of 2 externally illuminated fascia signs, 6 free standing internally illuminated sign board frames, 3 non illuminated panel signs	Delegated Power No objection
17/01658	East Riding Theatre 10 Lord Roberts Road	MS	LBC	Installation of external lighting, signage, paving and bollard	Delegated Power No objection
17/02158	Flair 6 Cartwright Lane	SMW	F	Erection of single storey extension to rear and construction of hipped roof to replace existing flat roof to side	Delegated Power No objection
17/02271	13-16 St Marys Court North Bar Within	SMW	F	External and internal alterations to allow conversion of office building to 5 apartments and erection of bin store	Delegated Power No objection
17/02272	13-16 St Marys Court North Bar Within	SMW	LBC	External and internal alterations to allow conversion of office building to 5 apartments and erection of bin store	Delegated Power No objection
17/02227	Woodpecker Cottage, 113 Lairgate	SMW	F	Erection of single storey extension following demolition of existing conservatory and part of boundary wall to side and installation of roof lights to front and rear	Delegated Power No objection
17/02434	37 North Bar Without	SMW	F	Erection of a single storey extension to rear following part demolition of single storey extension to rear	Delegated Power No objection
17/02435	37 North Bar Without	SMW	LBC	Erection of a single storey extension to rear following part demolition of single storey extension to rear	Delegated Power No objection
17/02334	97 Walkergate		F	Erection of iron railings and gate to front boundary following removal of existing boundary wall	Delegated Power No objection
17/02173	Abbey 20 Toll Gavel	SMW	PAD	Display of internally illuminated digital merchandising screen	Consent not required
17/02502	Samman Road Cash Office, 16 Samman Road	MN	F	Change of use from offices to dog grooming salon	Delegated Power No objection

17/02169	Keldgate Manor, Keldgate	MS	STVAR	Variation of Condition 13 (approved plans) to remove the basement from the new build with external and internal alterations to approved application 16/01259/STPLF	No objection
17/02186	19 Kings Square	SME	F	Erection of single storey extension to rear and side	No objection
17/02598	15 Sage Close	MS	F	Construction of Bay Window to side	No objection
17/02597	32 Bielby Drive	MS	F	Erection of single and two storey extensions to rear, first floor extension to side and porch to front	
17/02548	48 and 50 Queensgate	SMW	F	Erection of single storey extension to rear of properties 48 and 50 Queensgate following demolition of existing extensions	No objection
17/02675	County Hall, Cross Street	MS	LBC	Strip existing water based paint from external walls and re-paint with a mineral based paint	No objection
17/02397	Domestic Garage North of Woodgate Lodge, 29A woodlands	SMW	F	Alterations to increase roof height, installation of roof lights and steel chimney for wood-burning stove, alterations to windows and installation of timber cladding for garage and ancillary use associated with 37 Woodlands	No objection
17/02701	Former Briggs & Powell 59 Saturday Market	SMW	F	Change of use of Shop (A1) to Cafe/Restaurant (A3)	No objection
17/02651	Humber Keel, Coltman Avenue	MN	F	Erection of an extension to the ground floor to create larger ground floor unit following change of use from A4 to A1 and conversion of upper floors from A4 to C3 to create 2 dwellings	No objection

**446 Environmental Planning Applications - The Committee's views are sought on the following tree applications, on which the Town Council has been consulted by the Local Environmental Planning Authority:**

17/02758 – 38 Westwood Road – Beverley Conservation Area  
Fell Dead Fir Tree  
Due Date : 1<sup>st</sup> September 2017

17/02825 – Woodgate Lodge, 29 Woodlands – Beverley Conservation Area  
Laburnum: 6m crown lift on western side of tree as overhanging into neighbouring property  
Due Date : 7<sup>th</sup> September 2017

**447 To receive consultations**

No consultations received.

**448 To receive road closure notices**

- (i) Temporary notice of closure of Shepherd Lane, Beverley (whole extent) from Friday 25 August 2017 until Tuesday 26 September 2017 to enable installation of new foul water drainage pipes and manholes.
- (ii) Temporary prohibition of any vehicle from proceeding along Grovehill Road, Beverley (junction A1174 to junction with Weel Road) commencing Monday 4 September 2017 between 7pm and 6am to enable resurfacing of the existing carriageway at Barmston Drain)
- (iii) temporary footway closure for maintenance works - Narrow Racket, Lairgate to Saturday Market commencing Monday 18 September 2017

**Resolved :** The temporary notice of closure of Shepherd Lane, Beverley (whole extent) from Friday 25 August 2017 until Tuesday 26 September 2017 to enable installation of new foul water drainage pipes and manholes, the temporary prohibition of any vehicle from proceeding along Grovehill Road, Beverley (junction A1174 to junction with Weel Road) commencing Monday 4 September 2017 between 7pm and 6am to enable resurfacing of the existing carriageway at Barmston Drain) and the temporary footway closure for maintenance works - Narrow Racket, Lairgate to Saturday Market commencing Monday 18 September 2017 were noted.

**449 To receive an update on street lighting**

There was no update on street lighting.

**450 To receive a Report of Decision Notices**

Application Number	Address	Description	Decision
17/01642 LBC	Jaeger 45 - 46 Saturday Market B	Internal and external alterations including installation of new partitions and redecoration on the ground floor only, installation of illuminated fret cut fascia signage and non-illuminated projecting sign onto existing bracket and installation of 3 replacement air conditioning units to rear external elevation on existing brackets	Approved
17/01629 PAD	Jaeger 45 - 46 Saturday Market	Display of 1 non-illuminated fascia sign, 1 non-illuminated projecting sign and associated window vinyl signs	Approved
17/01471	11 Cottage Mews	Proposal: TPO COTTAGE HOSPITAL, BEVERLEY - 1987 (REF:432) G1: Holly; crown reduce (10%) back to previous pruning points and crown thin to increase light to gardens and maintain tree	Approved
17/01618 LBC	29 Saturday Market	Internal alterations and external works consisting of the display of advertisements, repainting of shop frontage and removal of awning	Approved
17/01619	29 Saturday Market	Display of non-illuminated fascia and hanging	Approved

		sign to front	
17/00828	14 Toll Gavel, at the junction with Laundress Lane/Toll Gavel (South Side), in front of 40 Saturday Market, in front of 42 Toll Gavel and in front of 30 Toll Gavel and re-site in 2 positions on North Bar Without and 3 positions on New Walk	Re-siting of lamp standards from in front of 14 Toll Gavel, at the junction with Laundress Lane/Toll Gavel (South Side), in front of 40 Saturday Market, in front of 42 Toll Gavel and in front of 30 Toll Gavel and re-site in 2 positions on North Bar Without and 3 positions on New Walk - Street Record New Walk Beverley East Riding Of Yorkshire	Approved
17/01355	42 Warton Avenue	Change of use of dwelling (C3) to (C2), erection of two storey extension to side, single storey extension to rear and construction of a new vehicular access	Approved
17/01762	Fire Pit Units 19 And 20 Flemingate Centre Chantry Lane	New bi fold doors to shop front and new kitchen extract flue to rear elevation	Approved
17/01657	10 Lord Roberts Road	Installation of external lighting, paving and bollard	Approved
17/01981	279 Grovehill Road	Erection of single storey extension to side following demolition of existing	Approved
17/02101	Former Westwood Hospital Site Woodlands	Listed Building Consent for the alterations to ground floor front balconies, brick infill enclosures, installation of meter cupboards, installation of velux windows and planting of an instant green screen	Approved
17/01743	59 Toll Gavel	Display one fascia sign and one externally illuminated hanging sign (AMENDED SITING FOR HANGING SIGN)	Approved
17/01738 LBC	59 Toll Gavel	Re-painting of shop front and installation of new hanging sign to front (AMENDED PLANS)	Approved
17/01692	12 Kilvin Drive	Erection of single storey extensions to rear and side following demolition of garage	Approved
17/02176	2 - 4 Ladygate	Replacement front door and internal alterations	Approved
17/00929	2 – 4 Ladygate	Replacement front door and internal alterations (AMENDED DESCRIPTION AND PLANS)	Approved
17/01319	4 North Bar Without	Installation of a high pressure water mist fire protection system including 3 heads fitted in ceiling at ground floor, 1 in the hallway at first floor and installation of a pump unit under the ground floor stairs	Approved
17/02148	Acklam Coaches	Erection of extensions to existing building and use of additional yard for coach storage and	Approved

	Limited Barmston Close	service area	
17/02328	Low Friars Albert Terrace	Variation of Condition 3 (materials) of planning permission 15/03408/PLF - Erection of a detached dwelling (amended design of approval ref 12/02701/PLF)	Approved
17/01575	Minster House 23 Flemingate	Erection of single storey extension to rear and external restoration works with replacement of first and second floor windows	Approved
17/01987 LBC	Minster House, 23 Flemingate	Erection of single storey extension to rear, construction of access ramp and steps, restoration works including replacement of first and second floor windows to front and internal alterations and refurbishments	Approved
17/02022	Land South Of 27 Nicholson Close	Erection of a dwelling	Approved

**Resolved:** The decision notices were noted.

The meeting closing at 1930



Action Plan – Planning Property & Services – 5<sup>th</sup> September 2017

Min Number/Action	Person responsible	Date to be achieved
<b>Min 440</b> – meeting with company on 8 <sup>th</sup> September 2017 re: fencing around and the compound at Kitchen Lane Allotments	The Town Clerk	Next Full Council or PPS
<b>Min 441</b> – fell the tree behind 11 Brook Close	The Deputy Town Clerk	At an appropriate time following completion of nesting season
<b>Min 443</b> - write to Beverley Branch Labour party re: Skatepark	The Deputy Town Clerk	As soon as possible
Min 444 – find out how many litter bins in Beckside area	Councillor Elvidge	As soon as possible