

Beverley Town Council

Planning, Property & Services Meeting

10th February 2014

Present: Councillors Aird, Astell, Bottomley, Boynton, Cox, Elvidge, Gray, Pearson, Sweet and Whitfield

In Attendance: Carol Oliver (Assistant Town Clerk), Mr Coles and Mr Wardell (Queensgate Representatives), Mr Wilson (Sparkmill Representative) and Mr Stainton (Kitchen Lane Representative), Mr Jon Allen Senior Environment Consultant and Ms Madeline Cowley, Creyke Beck Project Manager. Two members of the public were present.

49. To receive apologies for absence.

Apologies for absence were received from Councillors, Jack, McGrath and Thorley. Councillor Cox had informed the office he would be arriving late.

50. (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.

Councillor Aird declared non pecuniary interests in applications numbers 13/03875 and 13/03876 as she has already seen the plans as a Ward Councillor, 14/04194 and 14/00092 as she is a Ward Councillor and 14/00070 as a she is Conservative.

Councillor Astell declared non pecuniary interest as an allotment holder and pecuniary interests in 13/04187 and 14/00206.

Councillor Boynton declared non pecuniary interest in 14/00206.

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

No dispensations were given.

52. To note the minutes of the Planning Property & Services meeting on the 14th January 2014

The minutes of the Planning Property & Services meeting on the 14th January 2014 were noted.

53. Matters arising from the above Minutes including a review of the recorded "actions"

The Assistant Town Clerk reported on the actions. The water pipe has been inserted by allotment holders and some asparagus plants have been dug out on an allotment holder's plot. The Town Council agreed to replace the asparagus plants. The Assistant Town Clerk to continue chasing for responses to the leisure facility in place of the MUGA, the position with the Grovehill development and the owners of the bus station for the siting of the litter bin.

An update on the position with the new building was given. Members agreed that all the costs are to be obtained and the new building is to be an Agenda item for Full Council on 17th February 2014. All costs are to be circulated with the Full Council Agenda.

Resolved – asparagus plants to be replaced by the Town Council and the new building to an Agenda item for Full Council on 17th February 2014 with the costs are to be circulated.

Councillors Cox and Pearson arrived at 6.45pm.

54. To receive the allotment representatives' report

Sparkmill – Mr Wilson reported that the allotments are in good condition for this time of year. He is to provide a list of allotments not worked to the office who would write to the allotment holders. Mr Wilson asked why allotment holders were given full plots when the policy of the Town Council is to halve the plots. It was passed by Council that there would be three sizes of allotments and allotment holders were written to. This change enabled the Town Council allotments to be brought into line with the allotments the Town Council were taking over from East Riding of Yorkshire Council.

Kitchen Lane – Mr Stainton reported the allotments are in good condition for the time of year. The allotment holders are to dig up to the tap for the water pipe and the Town Council handyman will connect this.

Queensgate – Mr Wardell reported there is little activity on the allotments due to the adverse weather. Mr Wardell requested the dyke be continued to be cleared behind Q21. The dyke does not belong to the Town Council. The new notice boards will be constructed when the weather improves. The handyman reported that the Queensgate path work is to commence on 11th February 2014. The trip to Harrogate Show is being organised.

Sparkmill Lane has large pot holes in it and Councillor Pearson agreed to ask East Riding of Yorkshire Council to put shavings in.

55. To receive items for consideration raised by the Town Council Handyman

The Town Council handyman said he had been approached by a resident about a litter bin on Parklands/Figham. Members said the resident would have to approach Woodmansey Parish Council.

56. To receive an update on the allotment waiting list

The Assistant Town Clerk reported there are 12 on the waiting list. Offer letters have been sent out with a response date of the 17th February 2014. She reported that Sparkmill allotments are available but residents had requested Queensgate or Kitchen Lane.

57. To receive an update on the Skatepark

There was no update on the Skatepark. Councillor Elvidge reported that young people had been skateboarding on the Market Cross and he had encouraged them to use the Skatepark.

Councillor Astell requested permission to purchase a set of wellingtons. He had split his wellingtons whilst gritting for the Town Council. Members agreed to the purchase of a pair of wellingtons a reasonable cost.

Resolved - Councillor Astell is to purchase a new pair of wellingtons at a reasonable cost.

Mr Wilson said he was unhappy with the Town Council and felt that the Town Council did not listen to allotment representatives and raised issues about a member of staff. He resigned as an allotment representative for the Town Council.

Councillor Aird requested permission to move the presentation and the East Riding Local Plan forward. All agreed.

Councillor Aird welcomed Jon Allen and Madeline Cowley Dogger Bank Creyke Beck to the meeting.

58. To receive a presentation from Mr Jon Allen BSc MSc MIEEM, Senior Environmental Consultant from Haskoning DHV UK Ltd regarding the Dogger Bank Creyke Beck Statement of Common Ground

Mr Allen explained the purpose of the presentation was to ensure that Town Council has been consulted. The Planning Inspectorate have asked for Statements of Common Ground with key stakeholders. The Town Council Statement of Common Ground has to focus solely on our issues. Members asked questions

and it was agreed that the preparation of Statement of Common Ground be an agenda item for Full Council on 17th February 2014 with all the documentation circulated.

Resolved – all documentation relating to Dogger Bank Creyke Beck Statement of Common Ground be circulated and be a Full Council Agenda item on the 17th February 2014 for the preparation of the Statement of Common Ground.

Councillor Aird thanked Jon Allen and Madeline Cowley for attending the meeting. They then left the meeting.

59. To receive the East Riding Local Plan Proposed submission stage documentation and agree a response from Beverley Town Council

Councillors expressed concerns:

- at the number of green field areas in the town now being used for housing developments in the Local Plan
- the designation of retail at the Grovehill estate – Councillors felt this lacked vision for Beverley as mixed employment is needed.
- the traffic that a retail development will bring to the Grovehill area
- the adverse impact of the quarry. Councillor Aird reported housing would not commence in the area near the quarry until the quarry has finished working.
- cemeteries only have approximately ten years left and asked whether land north of Poplars Way could be delegated as cemetery
- with more new housing in Beverley schools will need more capacity. Whilst there is capacity in schools at present, with the release of a strip of land at Longcroft School, there will be a reduction in the playing field.
- Whether sewerage is sufficient

Resolved – the Assistant Town Clerk to formulate a response for sending to East Riding of Yorkshire Council.

60. To consider a request from St Giles Croft resident to increase the restricted parking to the whole of St Giles Croft

Members agreed to pass the increase in restricted parking to the whole of St Giles Croft to East Riding of Yorkshire Council to consult with the residents of St Giles Croft.

Resolved – Members agreed to pass the increase in restricted parking to the whole of St Giles Croft to East Riding of Yorkshire Council for them to consult with the residents of St Giles Croft.

61. To receive any litter bin/grit bin requests

No litter bin requests.

62. To support the E Petition Amend the National Planning Policy Framework – please see circulated documentation

Councillors agreed to support the E-Petition to amend the National Planning Policy Framework individually.

Resolved – Councillors agreed to support the E-Petition to amend the National Planning Policy Framework individually.

63. To review the community emergency plan

Councillor Aird reported we had the basic emergency plan. Councillor Astell agreed to complete a more detailed community emergency plan. The Assistant Town Clerk is to obtain the paperwork.

Resolved – Councillor Astell is to complete a more detailed community emergency plan on receipt of the paperwork from the Assistant Town Clerk.

Councillor Astell left the meeting at 8.05pm.

64. To 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 |
|--------------|--------------------------------------|------|-----------|--|--|
| 13/0353 3 | 52-53 Saturday Market | SMW | CDA | Display of 1 no-nonilluminated fascia sign and 1 no non-illuminated hanging sign | No objection – delegated powers |
| 13/0356 4 | 52-53 Saturday Market | SMW | LBC | Display of 1 no-nonilluminated fascia sign and 1 no non-illuminated hanging sign | No objection – delegated powers |
| 13/0387 5 | Westwood Hospital Woodlands | SMW | Strat | Residential development including erection of 33 dwellings; conversion of three existing buildings to create 17 apartments and 3 townhouses; demolition of remaining buildings; erection of bike store/bin store and gateway to southern boundary and associated parking and landscaping works | No objection subject to concerns regarding architecture, parking and bollard access. |
| 13/0387 6 | Westwood Hospital Woodlands | SMW | Strat | Residential development including erection of 33 dwellings; conversion of three existing buildings to create 17 apartments and 3 townhouses; demolition of remaining buildings; erection of bike store/bin store and gateway to southern boundary and associated parking and landscaping works (amended Design and Access Statement) | No objection subject to concerns regarding architecture, parking and bollard access |
| 13/0391 4 | 22 Laughton Road | SME | F | Erection of porch to front following demolition of existing and erection of single storey extension to rear | No objection |
| 13/0397 7 | Sessions House New Walk | SMW | LBC | Retention of partly reconstructed boundary wall | No objection |
| 13/0337 3 | Development land North of Flemingate | MS | CDA | Display of 7 no internally illuminated, 1 no. Externally illuminated and 2 non-illuminated fascia signs (Amended Plans) | No objection |
| 13/0418 7 | Aldi Swinemoor Lane | MN | CDA | Proposed internal illumination of existing free standing non illuminated sign approved under 13/01811/PDA | Objection due to position of sign being adjacent to highway |
| 13/0419 4 | Beverley Leisure Complex, Flemingate | MS | Reg 3 | Erection of single storey extension to rear to create additional gym facility and extension to car park to create additional parking spaces (car park permitted development) | No objection |

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| 14/0015 2 | Pizza Express, 37 North Bar Within | SMW | CDA | Display of 1 no. Halo (internally illuminated) fascia sign, 2 no externally illuminated projection signs, 2 no. Internally illuminated menus and 1 no internally illuminated take away sign | Objection to fascia sign and halo signs. No objection to menu and take away signs |
| 14/0016 7 | 20 Flemingate | MS | F | Change of Use from residential dwelling (C3) to financial and professional services (A2) or business office (B1), replacement windows and door surround to front and installation of french doors to rear | No objection |
| 13/0387 3 | Willow Cottage, 2 Pasture Lane | SMW | F | Alterations and erection of two storey extensions to either side, installation of 2no.velux windows to side, installation of 2no. velux windows, dormer window and balcony to front, dormer window to rear, erection of single storey extension to rear and garage including lobby with pitched roof to side following demolition of existing garage, single storey extension and dormer (revised scheme of 13/01473/PLF) (AMENDED PLANS) | No objection |
| 14/0020 6 | The Oddfellows Arms 15 Eastgate | MS | F | Alterations and change of use to form 3 dwellinghouses | Objection due to loss of feature building in Beverley |

65. 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:

13/04201 - Description of Works: BEVERLEY (WESTWOOD AREA) CONSERVATION AREA - Minor crown lift Holly tree (T1) and retain. Remove Yew tree (T2) and replace with Whitebeam to boundary and remove Mulberry stump within stone surround

Location: Mulberry House 11 Newbegin

14/00070 - Description of Works: BEVERLEY CONSERVATION AREA - Crown Lift Ash tree (T1) to approximately 18ft to increase light

Location: 10 Cross Street

14/00092 – Description of Works: **GUILDHALL AREA (BEVERLEY) CONSERVATION AREA** - -Remove Box Elder, Douglas Fir and Holly trees

Location: Minster Towers Lord Roberts Road

14/00177 - Description of Works: **BEVERLEY CONSERVATION AREA** - Fell three Leylandii trees (T1-T3) due to causing substantial shade to the property

Location: 37 Admiral Walker Road

Resolved – the above tree applications were approved.

Councillor Aird read a letter received from a resident of Manor Close regarding a large tree at the junction of Manor Road and Manor Close and asked that this be removed as a matter of urgency due to its state.

Resolved - the tree at Manor Road and Manor Close be referred to the Tree Officer at East Riding of Yorkshire Council.

66. Consultations

(i) to receive the Dogger Bank Creyke Beck Offshore Wind Farm

This matter has been discussed and is an Agenda item for Full Council on the 17th February 2014.

(ii) to note the application for Wawne Neighbourhood Area application

Resolved – the Wawne Neighbourhood Area application was noted.

(iii) to consider letter from East Riding of Yorkshire Council applying to the Secretary of State for Environment Food and Rural Affairs (Defra) under Section 16 of the Commons Act 2006 to deregister an area of Westwood Common and to provide replacement land in exchange for the land to be deregistered to enable widening of the existing footway to provide a safe route alongside the B1230 for pedestrians and cyclists.

The Assistant Town Clerk is to request the plan and put it on the agenda for Planning Property & Services on the 18th March 2014.

Resolved – the De-registering of an area of Westwood Common is to be an Agenda item for next Planning Property & Services meeting on the 18th March 2014.

(iv) to consider the letter from East Riding of Yorkshire Council offering the Town Council the opportunity to join the East Riding of Yorkshire Council's Dog Fouling Pilot Scheme

Members recommended that the Town Council Handyman attend the dog fouling pilot scheme.

(v) to receive notification of capital footway slurry sealing and civic works footway improvements on Schofield Avenue and Warton Avenue commencing in February 2014

Resolved – the capital footway slurry sealing and civic works footway improvements on Schofield Avenue and Warton Avenue were noted.

67. To receive notices of road closures

To receive notification of temporary emergency road closure at the junction of Norwood and Mill Lane which took place on Monday 3 February 2014 for drainage works.

Resolved – the above emergency road closure was noted.

68. To accept a Report of Decision Notices

| <i>Application Number</i> | <i>Address</i> | <i>Description</i> | <i>Decision</i> |
|---------------------------|-----------------------------|---|-----------------|
| 13/02755 | Beech House, St Giles Croft | Erection of two storey extension to rear, alterations to increase roof height with construction of dormer windows to front and rear, installation of ground and first floor windows to side and first floor window to front | Approved |
| 13/03788 | 103 Walkergate | For the erection of a single storey | Approved |

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| | | extension and detached garage/workshop to rear, installation of rooflights to rear and internal modifications (Amended scheme 12/00856/PLB) | |
| 13/03848 | 110 Flemingate | Erection of a single storey extension to rear following demolition of store/lean to building | Approved |
| 13/03497 | County Hall, Cross Street | LBC – demolition of existing partitions, installation of new shower facilities and w/c, removal of existing internal soil and vent pipe and installation of cast iron external waste pipework | Approved |
| 13/03711 | 17 Railway Street | Erection of single storey extension to rear following part demolition of existing (amended scheme 12/03039/PLF) | Approved |
| 13/03712 | 17 Railway Street | Erection of single storey extension to rear following part demolition existing (amended scheme 12/03045/PLB) | Approved |
| 13/03772 | 8 Albert Terrace | Erection of single storey and first floor extension to the rear | Approved |
| 13/03532 | 8 Neville Avenue | Erection of 1.8m high wooden fence to side | Approved |

Resolved – the above notices of decisions be noted.

ACTION PLAN

| Action | Who is responsible | By when |
|---|---------------------------|-------------------------|
| Min 53 – chasing for responses to Leisure facility following loss of MUGA, Grovehill development update and owners of the bus station | Assistant Town Clerk | Next Meeting 18/3/14 |
| Purchase of asparagus plants | | Operational |
| New building costs and update | | Full Council 17/2/14 |
| Min 54 – write to Mr Wilson | Assistant Town Clerk | Operational |
| Min 57 – purchase of wellingtons | Councillor Astell | |
| Min 58 – Dogger Bank Creyke | Assistant Town Clerk | Full Council 17/2/14 |
| Min 59 – response to Local Plan | Assistant Town Clerk | Operational |
| Min 60 – St Giles Croft restricted parking – pass to ERYC | Assistant Town Clerk | Operational |
| Min 62 – E- Petition – response to amend the National Planning Framework | All Councillors | As soon as possible |
| Min 63 – Emergency Plan – documentation to Councillor Astell for completion | Assistant Town Clerk | Operational |
| Min 65 – Manor Road and Manor Close tree – ask Tree Officer at East Riding of Yorkshire council to view the tree and take appropriate action | Assistant Town Clerk | Operational |
| Min 66 (iii) – De-register area on Westwood Common | Assistant Town Clerk | Next Meeting 18/3/14 |
| Min 66 (iv) – Pilot Dog Fouling Scheme – Town Council Handyman to attend | Town Council handyman | |