

Beverley Town Council

Planning, Property & Services Meeting

18th March 2014

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

In Attendance: Carol Oliver (Assistant Town Clerk),

68 To receive apologies for absence.

Apologies for absence were received from Councillors Sweet.

69 (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 application 14/00499 due to being a ward councillor and tree application 14/00503 due to being the home of the MP.

Councillor Astell declared a non-pecuniary interest as he is an allotment holder.

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

70 Development at 139 Keldgate – Mr and Mrs Proud

On receiving advice from East Riding of Yorkshire Council Planning Department late on the afternoon of the meeting, members were advised the Planning, Property & Services Meeting was the wrong forum to listen to Mr and Mrs Proud. The advice given was the information received should be deferred to a Full Council Meeting in a closed session where all members of Council could consider it.

Resolved – the information received from Mr and Mrs Proud would be discussed in a closed session at the next Full Council Meeting on the 31st March 2014.

71 To note the minutes of the Planning Property & Services meeting on the 10th February 2014

Resolved – the minutes to the Planning Property & Services meeting on the 10th February 2014 were noted.

72 Matters arising from the above Minutes including a review of the recorded “actions”.

Min 53 – The Assistant Town Clerk reported that Mr Menzies from East Riding of Yorkshire Council had informed her:

- in connection with the Grovehill Road development that Contracts have been exchanged with the developer and the developer is hoping to submit planning in summer 2014.
- in connection with the Leisure facility following the loss of the MUGA, a consultation of 2000 residents has taken place and the Commuted Sums Officer is looking at all the replies to put together a project to consult with Ward Councillors and the Town Council.

The Assistant Town Clerk has spoken with the allotment holders whose asparagus had been dug up and agreed that they could purchase plants to the value of the asparagus as they no longer wished to purchase asparagus due to the growing period.

The bus station has been checked by the Handyman and already has 5 litter bins. It was decided not to place any further litter bins on the bus station.

Resolved – no further litter bins will be placed on the bus station

Min 54 – The Assistant Town Clerk reported that Mr Wilson apologised to staff following receipt of the letter.

Min 57 – Councillor Astell has purchased his wellingtons.

73 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
13/03773	The Shed, 7-11 New Walkergate	SMW	F	Erection of a flat roof over rear courtyard incorporating a retractable glazed roof light and relocation of 3 no. Air conditioning units onto new roof at rear (amended plans)	No objection
13/03774	The Shed, 7-11 New Walkergate	SMW	LBC	Erection of a flat roof over rear courtyard incorporating a retractable glazed roof light and relocation of 3 no. Air conditioning units onto new roof at rear, addition of a removable glass panel to existing fire escape door, display of 1 no non illuminated circular hanging sign, 1 no non illuminated projecting sign and 3 no non illuminated menu chalk blackboards and external decoration (amended plans)	No objection
14/00152	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 (AMENDED PLANS)	No objection
14/00360	7 Highgate	MN	F	Erection of two single storey extensions to rear	No objection
14/00418	Land South West of Former Clariant Chemicals Limited Chantry Lane	MS	F	Installation of 15 metre dual monopole, installation of 3no. Cabinets and 1 no. Electrical meter pillar and removal of existing 15 metre high pole	No objection
14/00333	43 Butt Lane	SMW	F	Erection of single storey building to be used as a studio following demolition of existing garage	No objection
14/00392	Joules Limited, 30 Saturday Market	SMW	F	Change of use from a mixed use as a flat and Class A1 retail to a single use as A1 retail use	No objection
14/00354	14 Park Avenue	SMW	F	Erection of single storey extension to side and rear	No objection
13/03665	44 Central Avenue	SMW	F	Erection of dwelling and detached garage following demolition of existing bungalow (amended plans)	No objection

14/00206	The Oddfellows Arms 15 Eastgate	MS	F	Alterations and change of use to form 3 dwelling houses (amended plans)	Objection, over development of the area and roof garden out of keeping with the area
14/00330	Land North of the old Stables York Road	SMW	F	Change of use of stable block to dwelling including two storey extension and external alterations	No objection
14/00153	Pizza Express, 37 North Bar Within	SMW	LBC	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	No objection
14/00336	24 Woodlands	SMW	F	Erection of single storey extension and construction of dormer window and roof light to rear	No objection - agree with the Conservation Officer's comments regarding the size of the window.
14/00428	Gallows Lane	SMW		Erection of 36 dwellings following demolition of existing buildings following outline permission 13/00548 STOUT	No objection providing a condition is applied to provide affordable housing.
14/00499	Queens Road Recreation Ground Queens Road	MN	Strat/ Vary	Variation of Condition 16 (discharge of surface water disposal) of planning permission 13/01426/STPLF	No objection
14/00510	69 Lairgate	SMW	F	Alterations and extensions to existing garage to form kitchen and cloakroom and associated external works; internal alterations to form new doorways; and erection of a detached garage/store	No objection

14/00511	69 Lairgate	SMW	LBC	Alterations and extensions to existing garage to form kitchen and cloakroom and associated external works; internal alterations to form new doorways; and erection of a detached garage/store	No objection
14/00354	14 Park Avenue	SMW	F	Erection of single storey extension to side and rear (amended plans)	No objection
13/03889	27 Beckside	MS	LBC	Demolition and clearance of existing storage barn along with outbuildings and perimeter wall amended plans	No objection
14/00573	14 Hengate	SMW	F	Alterations and repairs to building, installation of 2no. additional windows at first floor level to rear and erection of single storey extension following partial demolition of existing outbuildings to rear	No objection
14/00574	14 Hengate	SMW	LBC	Alterations and repairs building, installation of 2no. additional windows at first floor level to rear and erection of single storey extension following partial demolition of existing outbuildings to rear	No objection
14/00673	26 Grovehill Road	MN	F	Erection of single storey extension and construction of shed to rear	No objection
14/00468	28 Railway Street	MS	LBC	Alterations to existing single storey extension including removal of 2no Velux roof lights and replacement with linear roof light and installation of bifold doors with glazed light over and internal alterations to widen existing arch way	No objection

74 To receive an update on the unauthorised developments as Minster Garth Guest House, 2 Keldgate

The Assistant Town Clerk reported that no further action by Enforcement is going to be taken.

75 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:

14/00475 - Description of Works: BEVERLEY (WESTWOOD AREA) CONSERVATION AREA – Fell dead, dying and diseased Ash tree

Location: Register Office, Walkergate House, 67 Watergate

Resolved - no objection

14/00566 – Description of Works: BEVERLEY CONSERVATION AREA - Fell one variegated popular and eucalyptus tree due to invasive root system causing damage and unsuitable for their locations

Location: Perran House, 108 Lairgate

Resolved - no objection

14/00503 – Description of Works: BEVERLEY CONSERVATION AREA – Fell Hornbeam due to its contribution to excessive shading and low amenity value

Location: Hornbeam Lodge, 6 Seven Corners Lane

Resolved - no objection

14/00657 - Description of Works: BEVERLEY CONSERVATION AREA - Remove nine Conifer trees

Location: Willow Cottage 2 Pasture Lane

Resolved - no objection

14/00659 - Description of Works: BEVERLEY CONSERVATION AREA - Fell Ash (T1) because of poor crown structure and fell Cypress (T2) because of excessive shading and to allow the crown of Holly to spread.

Location: Acacia House 137 Keldgate

Resolved - no objection

14/00688 - Description of Works: BEVERLEY CONSERVATION AREA - Fell a Conifer tree and reduction in height of Silver Birch from 12m to 8m located in the rear garden

Location: 8 St Marys Terrace

Resolved - no objection

14/00733 - Description of Works: BEVERLEY CONSERVATION AREA - Fell Willow (T1) for safety reasons.

Location: 13 Woodlands Drive

Resolved – objection to the felling of healthy tree, the Town Council suggestion pruning.

76 Consultations

- (i) 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.

Resolved – the Town Council noted the exchange of land.

- (ii) to consider and respond to the draft Beverley Transport Strategy – please see attached précis of strategy prepared by Councillor Aird

Resolved – the Town Council noted the Beverley Transport Strategy.

- (iii) to provide street names for the Parish Street Name Bank

Resolved – Town Councillors are to provide the Assistant Town Clerk by the 24th March 2014 with street name suggestions taking into account Street Naming and Numbering policy guidance received from East Riding of Yorkshire Council.

- (iv) to note the Beverley to Market Weighton Rail Trail Management Plan – please see attached précis of strategy prepared by Councillor Aird

Resolved – the Town Council noted the Beverley to Market Weighton Rail Trail management plan.

- (v) to consider the installation of new signage at the Flemingate and Sparkmill Lane to notify drivers that vehicles are prohibited from using the path

The Assistant Town Clerk reported that the Town Council had asked that the road signs are marked as “access only” so access could take place to the allotments.

- (vi) to consider the Draft Scoping document for the Local Flood Risk Management strategy – please see attached précis of strategy prepared by Councillor Aird

Resolved – the Town Council noted the Local Flood Risk Management strategy.

- (vii) to consider the Queensgate & Sloe Lane, Beverley - proposed Controlled Parking Zone extension

Resolved - the Town Council noted the consultation would take place on Queensgate and Sloe Lane or a proposed controlled parking zone extension.

- (viii) to consider the proposed charges to the car park at the Beverley Leisure Complex

Resolved - the Town Council noted the proposed charges for the Beverley Leisure Complex.

- (ix) to consider the proposed single wind turbine at Cold Harbour Farm, Bishop Burton

Resolved – the Town Council noted the proposed single wind turbine.

77 To receive notices of road closures

- (a) From 23.15 hrs Saturday 5th July 2014 until 09.00 hrs Sunday 6th July 2014 no person shall cause any vehicle to proceed over Cherry Tree Level Crossing, Cherry Tree Lane to enable essential track work to be carried out by Network

Resolved - the road closure on Cherry Tree Level Crossing was noted.

- (b) To receive notification of the School Lane car park relining on the evening of the 13th February 2014

Resolved – the School Lane car parking relining was noted.

- (c) to note traffic orders for previous consultations

- (i) for 24 hour main carriageway clearway on part of the A164 and part of the A1174 between Grovehill roundabout, Beverley and Willerby roundabout Willerby
- (ii) A164 Minster Way, A164 Beverley Road and A1174 Hull Road, Woodmansey 50mph speed limit, restricted roads, 40mph speed limit revocation and amendment
- (iii) for Prohibition of Heavy Commercial Vehicles Order 2006 to exempt the A164 Beverley Road Woodmansey A164 Lincoln Way and the A164 Minster Way
- (iv) for creation of the restricted parking zone no waiting Monday to Saturday 10am to 4pm - Landress Lane
- (v) for the proposed probation of driving Monday to Saturday 10am to 4pm except for access on Landress Lane
- (vi) for the 20mph speed limit zone in Ladygate, Old Waste, Saturday Market, Corn Hill, Market Cross, Butter Ding Flags, Sow Hill Road and Sow Hill
- (vii) for the revisions to parking, waiting and loading restrictions – Saturday Market, Sow Hill, Ladygate and Old Waste

Resolved - the above traffic orders were noted.

- (d) Notice is hereby given that The East Riding of Yorkshire Council intends not less than seven days from the 1st May 2014 to make an Order, the effect of which will be to prohibit any vehicle from proceeding along Chantry Lane, Beverley (South boundary) from Priory Road to Armstrong Way footway. Partial Chantry Lane closure (East Boundary) from Grovehill Road junction also to include the prohibition of pedestrians (East Boundary) on Chantry Lane from Grovehill Road junction commencing Wednesday 21 May 2014 to enable works to take place for the New East Riding college campus. The road and footway closure is necessary to enable the works to be carried out in a manner consistent with ensuring the safety of the public. The Order is valid for 18 months, but it is anticipated that the works will be completed by the end of July 2015.

Councillor Cox asked if the Stopping Up Order of part of the highway on Chantry Lane be signed to enable the above notice to be complied with. Members agreed Councillor Cox could sign this document and be sent to East Riding of Yorkshire Council as a matter of urgency.

Resolved – the stopping up of part of the highway on Chantry Lane be signed and submitted to East Riding of Yorkshire Council. The above Order was noted.

78 To accept a Report of Decision Notices

<i>Application Number</i>	<i>Address</i>	<i>Description</i>	<i>Decision</i>
13/04105	2 Copandale Road	Erection of single storey extension to front and rear, construction of dormer window in roof to side and installation of roof lights in roof to front and rear	Approved
13/04037	M & C, 40/41 Saturday Market	Installation of 1 no. heritage style CCTV camera, associated cables and heritage style feeder pillar to front elevation	Approved
13/03370	Morco Products	Erection of a storage building (use class b8) following demolition of existing and alterations to existing office building – amended plans	Approved
The applicants at Lakeminster Park, Hull Road, Woodmansey have lodged an appeal			
13/02810	29 Wellington Road	Erection of 7no. Dwellings following demolition of existing bungalow	Approved
13/04029	20 York Road	Construction of two dormer windows to front and one dormer window to rear	Approved
13/03914	22 Laughton Road	Erection of porch to front following demolition of existing and erection of single storey extension to rear	Approved
13/03977	Police HQ Sessions House, New Walk	Retention of partly reconstructed boundary wall	Approved
14/00167	20 Flemingate	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	Approved
13/03665	44 Central Avenue	Erection of dwelling and detached garage following demolition of existing bungalow	Approved

Resolved - the decision notices are noted.

79. To re-consider the Queensgate Building:

- (a) **letter rejecting building regulations from East Riding of Yorkshire Council**
- (b) **letter from Alan Stainton for an alternative position for a new building**
- (c) **update on costs**

Following receipt of the rejection letter of building regulations the Town Clerk had requested a copy of the letter sent to the Town Council on the 24th December 2013 which has now been received. Members agreed the matter be referred back to Full Council on 31st March 2014.

Resolved – the re-consideration of the Queensgate Building be referred back to Full Council on 31st March 2014.

Councillor Aird passed the chairing of the meeting to Councillor Pearson.

80 To consider the hanging baskets and lamp post brackets:

- (a) **the location of the baskets**
- (b) **the costs of filling the baskets**
- (c) **watering costs**

The hanging baskets were considered. The Assistant Town Clerk reported the cost of the hanging basket is £17, lamp post basket is £13, and there is £1000 in the budget for flowers. Councillor Astell reported that lamp post baskets are on New Walkergate, Lord Roberts Lane, Champney Road and these are kept in the compound. East Riding of Yorkshire Council is going to purchase two sets of liners for the baskets. Once the Saturday Market work is complete this area to be looked at for the placing of baskets. The watering of the baskets would be from the Handyman’s hours.

81 To consider operational walkabouts by the Town Clerk and the East Riding of Yorkshire Council Officers

The Assistant Town Clerk reported that the Renaissance Partnership do walkabouts and the Town Clerk queried whether this was a duplication of work and asked whether the Town Councillors who are representatives on the Renaissance Partnership attend and report to Council. Members agreed that the Town Clerk or in her absence, another officer, should continue with the walkabouts on behalf of the Town Council as the officer makes notes. Councillor Cox asked that the Beckside area be looked at following the completion of the work by the Handyman.

Resolved - the Town Clerk to continue with walkabouts on behalf of the Town Council and the Beckside area be looked at following the completion of the work by the Handyman.

82 To receive an update on the allotment waiting list

Councillor Pearson had endeavoured to look round the allotment sites before this meeting but now intends to view the allotment sites before the next meeting.

The Assistant Town Clerk reported that there were 9 people on the waiting list however 3 offers had been made on the 10th March.

The Assistant Town Clerk reported that asbestos had been found on the Sparkmill allotment site and she had authorised removal of this at a cost of £250 plus VAT by Sam Allon on the 19th March 2014.

83 To receive an update on the Skatepark

No update.

84 To receive any litter bin/grit bin requests

The Assistant Town Clerk reported that a request had been received for a bin on Kitchen Lane due to the ditch becoming full of rubbish. The Assistant Town Clerk to find out who owns the ditch on Kitchen Lane to try and get this cleared out.

Resolved - Members agreed to go ahead with the siting of a litter bin on Kitchen Lane.

A discussion took place about litter and grit bins and how many bins were in the compound. The Assistant Town Clerk is to ask the Handyman how many bins are in the compound. As there are sufficient funds in the budget line, it was agreed that the Assistant Town Clerk and the Chair of Planning Property & Services would discuss how many bins are in the compound and purchase additional litter and grit bins from the 2013/2014 budget line to accommodate any future requests.

Resolved – Assistant Town Clerk and the Chair of Planning Property & Services would discuss how many bins are in the compound and purchase additional litter and grit bins from the 2013/2014 budget line to accommodate any future requests.

ACTION PLAN

Action	Who is responsible	By when
Min 70 – Development by Mr and Mrs Proud	Assistant Town Clerk/Town Clerk	Full Council 31 st March 2014
Min 76 – Street Names	Councillors	24 th March 2014
Min 77 (d) – Stopping up Highway –Chantry Lane	Councillor Cox and the Assistant Town Clerk	Operational
Min 79 – Queensgate Building		Full Council 31 st March 2014
Min 81 – Walkabouts to continue – Beckside Work to be looked at on completion by Handyman	Town Clerk	Operational
Min 84 – Litter/Grit Bins – how many bins in compound/budget line to checked and purchased in agreement with Chair of Planning Property & Services and Officer	Chair and Officer	31 st March 2014