

# Beverley Town Council

## Planning, Property & Services Meeting

**16<sup>th</sup> September 2014**

**Present:** Councillors Aird (Chair), Astell, Boynton, Elvidge, Jack and Pinder

**In Attendance:** Carol Oliver (Deputy Town Clerk)

**145 To receive apologies for absence.**

Apologies were received from Councillors Bottomley and Whitfield

**146 (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 Astell declared a non pecuniary interest in the item relating to the allotments, Plot 1, and the waiting list.

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

No dispensations were given.

**147 To note the minutes of the Planning Property & Services meeting on the 15<sup>th</sup> July 2014**

The minutes of the Planning Property & Services meeting on the 15<sup>th</sup> July 2014 were noted. The minutes had been signed at Full Council on the 28<sup>th</sup> July 2014.

**148 Matters arising from the above Minutes including a review of the recorded actions**

The Deputy Town Clerk reported on the actions. The Skatepark bins are being put on hold until the Skatepark has been repaired; the asbestos is being removed next week once the allotment representative and company are available to do so. In relation to the hedge and the boundary on Queensgate Allotments, the Durham Mews Management Committee has been written to and a response is awaited. The terms and conditions letter had been sent to the user at the Community Plot. Cllr Astell that the Community Plot from the From Field to Table Project is referred to as the Sparkmill Community Plot to avoid confusion with the other Community Plot.

**149 To receive an update from the Skatepark Meeting on Thursday 11<sup>th</sup> September 2014**

Cllr Pinder reported that the meeting at the Skatepark was very well attended by all interested parties. The new police sergeant said she understood the frustrations felt and the Skatepark was a priority and action would be taken. The anti social behaviour is the main problem and this is not by the Skatepark users but by a small group of young people. The issues are

- (i) Enforcement
- (ii) Exclusion orders from the site - the hole at the back is now filled in so no access form the leisure centre is available
- (iii) Tackling the worst culprits
- (iv) The security on site.

The Police have a fund which the Town Council could apply to for a dedicated CCTV camera with matched funding from Commuted Sums. A discussion was held about the type of CCTV as if it is on the leisure centre, it would have to be a powerful camera in order to obtain good images for a

conviction to be achieved should this be required. A joint bid could be put in with the bowling green to Commuted Sums in order that this could be match funded..

Other concerns and suggestions were made as below:

- (a) The Youth Shelter cannot be seen from the leisure centre. If the panels were be removed this would assist in seeing what is happening in the Shelter.
- (b) Repair the Skatepark on insurance and enhance if possible.
- (c) The youth provision has been cut.
- (d) Would the Town Council consider increasing the youth provision to two nights?
- (e) Look at other Skateparks to see how they are managed; particularly Haltemprice which is run by Councillors. Bridlington and Driffield Skateparks are run by a management committee.
- (f) Engage with the Skatepark users.
- (g) Have a code of conduct.
- (h) The bins are not yet in place.
- (i) Consider a SLA with the Leisure Centre for the cleaning of the Skatepark. The Leisure Centre have been in contact with the Town Council about this agreement. The Leisure Centre are to re-approach the Town Council.
- (j) Good security is needed on site.
- (k) Interested in the upgrade of the ramps.
- (l) Move the Youth Shelter – the young people did not want the shelter but just want somewhere to keep dry in wet weather.

Cllr Pinder said the Town Council had made a proposal at Full Council on 8<sup>th</sup> September 2014 - That the council enter into discussions with ERYC regarding options for the future provision of the MUGA and improvement to the skate park facility which may include it's relocation to a more suitable site.

Cllr Astell proposed that the Town Council have a dialogue with the Ward Councillors before bids are put to commuted sums. Cllr Astell said that a Sport England grant paid for a portion of the Skatepark and we must keep within the remit of the grant. Cllr Pinder reported that the decision at Full Council on 8<sup>th</sup> September 2014 is in place for this to occur. Cllr Elvidge reported that there is an indoor Skatepark in Woodmansey and this may have an impact of the Beverley Skatepark use.

Cllr Aird said that developers have two options; one to give the money to the East Riding of Yorkshire Council commuted sums pot or the developer puts the play scheme in place and maintains this.

Cllr Pinder reported there is another meeting to be held in November for an update on the position following the meeting in September.

**Resolved:** Following the meeting in November, a meeting is to be set up with the Ward Councillors regarding the commuted sums application.

Cllr Aird asked that 152(ii) **Lease for Keldgate/Lairgate allotments** be brought forward before Cllr Pinder left the meeting as she had been asked for an opinion on the proposed lease for Keldgate/Lairgate on the advice of the Town Clerk. Cllr Pinder said she felt unable to offer any advice. The Deputy Town Clerk said we had agreed to the Heads of Lease and signed the Heads of Lease. Cllr Aird agreed to read the proposed lease and speak with the Deputy Town Clerk.

**Resolved:** Cllr Aird is to read the proposed Lease for Keldgate/Lairgate and speak with the Deputy Town Clerk.

Cllr Pinder left the meeting at 7.05pm.

## **150 To receive an update on the Notice Boards**

Cllr Astell said that the Town Council's notice boards are in need of repair or replacement. It was thought that uniformity of the Town Council's notice boards needs to be achieved across the town. The notice boards are a great asset for the town and the siting of the notice boards needs to be looked at. Types of notice boards were discussed and it was agreed to get costings for aluminium boards

with good vision panels with a view to gradual replacement over the next few years. The Deputy Town Clerk is to obtain quotes for aluminium notice boards for next Planning Property & Services meeting.

**Resolved:** The Deputy Town Clerk is to obtain quotes for aluminium notice boards for next Planning Property & Services meeting.

#### **151 To receive the inventory of property in the ownership of Beverley Town Council**

The inventory circulated with the papers was discussed. It was noted that some items were not listed and the Deputy Town Clerk is to check with the Handyman.

Cllr Astell reported that the purpose of the inventory was to ascertain how much storage would be needed in the future. Discussion took place about some of the equipment we own that we have only used once, and perhaps in the future, we should consider hiring this for the day and we would not have the responsibility of storage. The Town Clerk and Handyman are looking at new storage property in the week commencing 22<sup>nd</sup> September 2014.

**Resolved:** the Deputy Town Clerk is to speak with the Handyman regarding the inventory and report back to Planning Property & Services following the Town Clerk's and Handyman's viewing of new storage facilities.

#### **152 To discuss the allotments:**

##### **(i) Waiting list**

There are 18 people on the waiting list. 4 of these people have been offered allotments and are now at the bottom of the list.

##### **(ii) Lease for Keldgate/Lairgate**

This has already discussed above.

##### **(iii) The Plot 1 Allotment Association Building**

Cllr Astell reported that the shop has had its first Sunday trading at the new building which was a success. Cllr Astell proposed and Cllr Boynton seconded that an official opening of the Allotment Association Building should be done by the Mayor with a plaque. The Deputy Town Clerk to get costings for a plaque "open by the Mayor of Beverley, Beverley Town Council". The date is also to be inserted on this. The Deputy Town Clerk to find a suitable date in the Mayor's diary.

**Resolved:** The Deputy Town Clerk to get costings for a plaque "open by the Mayor of Beverley, Beverley Town Council". The date is also to be inserted on this. The Deputy Town Clerk to find a suitable date in the Mayor's diary.

##### **(iv) Set a date for the NGS Open Day for 2015**

**Resolved:** the date for the NGS Open Day is 26<sup>th</sup> July 2015

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

##### **(i) waste bin adjacent to the barge on Crane Hill Wharf.**

**Resolved:** to provide a waste bin adjacent to the barge on Crane Hill Wharf.

#### **154 To report back in connection with the listed building columns and Sparkmill Lane lighting**

Cllr Aird reported following a meeting with street lighting, the Deputy Town Clerk and herself that the East Riding of Yorkshire Council would like to move the listed columns from Saturday Market as one of them keeps getting damaged at a cost of £2000 every time to repair it. East Riding of Yorkshire

Council would be prepared to do It had been suggested that the six columns be moved to New Walk where there are already 5 columns and also 2 outside the Sessions House. Councillors requested a plan be supplied to the next Planning Property & Services meeting to enable them to see the position of the lights in situ. The Deputy Town Clerk to request the plan for the next Planning Property & Services meeting.

Cllr Aird reported that position in connection with the Sparkmill Lane light and it was agreed to leave this light in situ.

**Resolved:** the Sparkmill light to remain in place and the Deputy Town Clerk to request a plan of the listed columns in situ.

#### 155 To receive a report on Beverley in Bloom

Cllr Astell reported on Beverley in Bloom and requested that Cllr Whitfield speak with the group about the way in which the Town Council and the Beverley in Bloom Group can work together to further enhance the planters in the town from North Bar to Flemingate.

**Resolved:** The Deputy Town Clerk is to speak with Cllr Whitfield to request him to speak with the Group about the way in which the Town Council and the Beverley in Bloom Group can work together to further enhance the planters in the town from North Bar to Flemingate.

#### 156 To receive information relating to the changes of use for prior approvals

**Resolved:** the changes of use for prior approvals were noted.

#### 157 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	LPA due date
14/02118	Unit 2 Regal Court, Manor Court	SMW	CDA	Display of 2no. Illuminated fascia signs and 1 no. Internally projecting sign at front	Objection – lights will be a distraction to passing motorists
14/01834	61 Keldgate	MS	Vary	Variation of Condition 7 (approved plans) of planning permission 11/0245/PLF and 11/02454/PLB	No objection
14/01481	4 Pinfold Mews	MS		Erection of single storey extension to rear (amended plans)	No objection
14/02040	71 Keldgate	MS	LBC	Internal and external refurbishment alterations	No objection
14/01988	Norwood Park	SME	F	Erection of a cricket pavilion and scoreboard following demolition of existing changing rooms	No objection
14/02250	8 Armstrong Close	MS	F	Erection of detached garage with store	No objection
14/02275	Unit 2 Grovehill Ind Est	MS	F	Change of use from B8 storage to D2 leisure	No objection
14/02399	198 Sigston Road	SME	F	Erection of conservatory at rear	No objection
14/02287	St Marys Church North Bar Within	SMW	PAD	Display of 3 no non illuminated notice cases	No objection
14/02226	8 Westwood Road	SMW	F	Alterations and extensions including erection of a single storey extension to rear and construction of a bay window extension to	No objection

				existing kitchen	
14/02428	225 Holme Church Lane	MS	F	Erection of single storey extension to rear and two storey extension to side	No objection
14/02382	Tempo, 61 Morton Lane	SME	F	Erection of single storey extension to front	No objection
14/02257	42 Saturday Market (Real Sandwich Shop)	SMW	F	Change of use from sandwich shop (A1) at ground floor to cafe/bar (A3/A4) with ancillary cafe floor space at first floor and staff facilities, preparation/stock storage at second floor	No objection
14/02118	Unit 2 Regal Court, Manor Court	SMW	CDA	Display of 1 no. externally illuminated fascia sign and 1 no. externally illuminated projecting sign (AMENDED PLANS)	Objection – lights will be a distraction to passing motorists
14/01933	Willow Cottage, 2 Pasture Lane	SMW	Vary	Variation of Condition 5 (approved plans) of planning permission 13/03873/PLF to allow for design modifications	No objection
14/02537	Garden Cottage 1 Bielby Drive	MS	F	Erection of single storey extension	No objection
14/02510	23 Woodlands	SMW	F	Erection of single storey extension to rear	Objection Support neighbour's concerns
14/02463	Ground Floor Unit 36 Saturday Market	SMW	F	Change of use from shop (A1) to estate agents (A2)	No Objection
14/02118	Unit 2 Regal Court, Manor Court	SMW	PAD	Display of 1no. Fascia sign with halo LED illumination and 1 no. externally illuminated projecting sign (Amended Plans)	No Objection as views of the conservation officer have been taken into account
14/01786	Hodgsons Flemingate	MS	LBC	Erection of single storey extension at side, alterations to windows at side and opening in wall (AMENDED PLANS)	No objection
14/01612	Hodgsons Flemingate	MS	F	Change of use of part of playing field and construction of car parking and delivery area to public house, formation of a 4.3m wide vehicular access opening in existing boundary wall, associated closure of existing vehicular entrance to north-west of public house and erection of single storey extension to side (AMENDED PLANS AND ADDITIONAL INFORMATION)	No objection
14/02395	10 Cross Street	SMW	LBC	Construction of an arch through existing wall	No objection
14/02394	10 Cross Street	SMW	F	Change of use of land to domestic garden following demolition of single storey building and construction of an arch through existing boundary wall	No objection
14/02641	19 Lichfield Close	SMW	F	Construction of dormer windows in roof and external alterations	No objection
14/02701	12 Westwood Road	SMW	F	Erection of a two storey and single storey extension to rear	No objection
14/02762	18 Athelstan	MS	F	Erection of two storey extension to rear	No objection

	Road			following demolition of existing ground floor bathroom	
14/02903	Tymperman House, 62 Walkergate	MS	F	Installation of French doors following the removal of an existing window and wall section below	No objection

**158 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:**

**(i) Scarborough House, 28 St Giles Croft**

Remove small Hawthorne tree (T2) with poor form, located on a small triangle of land adjacent to the drive of 28 St Giles Croft

**Resolved: Objection – suggest pruning.**

**(ii) 7 Minster Moorgate Beverley**

Fell Whitebeam tree in rear garden

**Resolved:** Objection – suggest substantial pruning

**(iii) Sessions Spa Limited, Sessions House, New Walk**

Reduce Sycamore branch back by 10ft to the main branch following a section snapping off and crown lift a Horse Chestnut tree by 6-7ft above ground level to prevent covering the footpath

**Resolved:** No objection

**159 To receive notes from ERNLLCA training on 18<sup>th</sup> July 2014 relating to spatial planning from Chris Barwell Spatial Planning Manager North Lincolnshire Council:**

- (a) To receive Dogger Bank Creyke Bank Offshore Wind Farm**
- (b) To receive East Riding Local Plan Update**
- (c) NALC technical planning consultation**

**Resolved:** the above consultations were noted.

**159 To receive notices of road closures**

**(i) Beverley Civic Society and Town Council to celebrate the Succession of George the 1<sup>st</sup> and the 300th birthday of the Market Cross on Sunday 21 September 2014, as detailed below:**

**Areas to be closed**

- 1 North Bar Within the whole extent
- 2 Saturday Market the whole extent
- 3 Old Waste the whole extent

**Date and times of closure**

North Bar Within 21 September 2014 between 1100 and 1300 hours  
Saturday Market 21 September 2014 between 0600 and 1500 hours  
Old Waste 21 September 2014 between 0600 and 1500 hours

**Resolved:** this was noted.

**(ii) Beverley Town Council Food Festival:**

**Phase 1 From 1800 hours on Saturday 4th October until 2000 hours on Sunday the 5th October 2014**

An area forming a rectangle bounded by the south east kerb line (Burton's the Clothes retailer and The Yorkshire Bank) and extending to a parallel line 38 metres north west and by a line parallel and 10 metres north east of the south west kerb line of Saturday Market and to the north east kerb line of Saturday Market fronting property numbers 34 to 38.

**Phase 2 Sunday the 5th October 2014 between 0500 and 1900 hours**

The remaining part of Saturday Market and Old Waste

**Resolved:** this was noted.

**(iii) Sylvester Lane Gating Order – to restrict the public right of way at all times over the highway**

**Resolved:** this was agreed.

**(iv) Temporary prohibition of through traffic on Storkhill Road (whole extent) on 6<sup>th</sup> October 2014 to enable re-surfacing works and junction widening**

**Resolved:** this was noted.

**Extension of “no waiting zone from 9-10am and 2-3pm on Copandale Road**

**Resolved:** this was agreed.

**(v) Letter from East Riding of Yorkshire Council regarding the Resurfacing and Improvement Works on Swinemoor Lane**

**Resolved:** this was noted.

**(vi) 6<sup>th</sup> October 2014 – Swinemoor Lane speed limit of 10 mph to enable carriageway works requiring a convoy vehicle**

**Resolved:** this was noted.

**(vii) Central Avenue (between junction of Admiral Walker Road and the Leases) temporary prohibition of through traffic commencing on the 13<sup>th</sup> October to enable carriageway maintenance works to take place**

**Resolved:** this was noted.

**(viii) Relaying of the paving in Toll Gavel at the junction of Saturday Market**

**Resolved:** this was noted.

**160 To accept a Report of Decision Notices**

<i>Application Number</i>	<i>Address</i>	<i>Description</i>	<i>Decision</i>
14/01766	Pasture View, 58 Central Avenue	Erection of a single storey extension to Side following demolition of existing Garage	Approved
14/01397	Figham House, Figham Road	Erection of two storey and single storey Extensions	Approved
14/01682	39 Highgate	Erection of single storey extension to Rear of dwelling following demolition Of existing outbuildings	Approved
14/01843	26 Grovehill Road	Erection of a shed to rear following Removal of existing (re-submission of	Approved

		Planning application 14/00673)	
13/03889	27 Backside	Demolition of clearance of existing Storage barn along with outbuildings And perimeter wall	Approved
13/03514	27 Backside	Erection of two brick built and slate roof Cottages with parking facilities Demolition and clearance of existing Storage barn along with outbuildings and Perimeter wall	Approved
14/00523	6-8 Lairgate	Listed Building Consent – change of use from no. 8 from restaurant to public house in connection with the expansion of the public house at no 6: installation of timber window following removal and infill of garage door to side of existing door to front; installation of 3 no. Doors following removal and infill of garage door to side; increase in roof height of existing single storey extension, installation of doors and a window, construction of glazed canopy, removal of existing conservatory to first floor and 2 no. Air conditioning units and installations of 1 no. Extraction unit and 9 no. Condensing units	Withdrawn
14/00524	6-8 Lairgate	Internal and external alterations to existing buildings including the installation of a glazed canopy; increase roof height of single storey extension to rear: change of use of no. 8 from restaurant to public house in connection with the expansion of the existing public house at no. 6 installation of 2 no. air conditioning units, 1 no. Extraction unit and 9 no. Condensing units to the rear	Withdrawn
14/01315	57 Westwood Road	Erection of single storey extension to rear following demolition of existing	Approved
Appeal	26 Grovehill Road	Erection of single storey kitchen, dining room extension to rear and construction of a brick shed	ERYC refused but on appeal Granted
14/01599	15 Railway Street	Listed Building Consent for the retention of single storey extension to rear, replacement of UPVC glazing bars to roof with aluminium patent glazing system and replacement of UPVC doors with timber doors	Approved
14/01598	15 Railway Street	Retention of single storey extension to rear, replacement of UPVC glazing bars to roof with aluminium patent glazing system and replacement of	Approved

		UPVC doors with timber doors	
14/01615	26 New Walk	Change of use from residential room in basement flat to office (Retrospective Application)	Approved
14/01567	Agricultural House, New Walkergate	Change of use of part of the existing offices to a restaurant (A3) at first floor and shop (A1) at ground floor, retention of remaining office space and erection of a glazed canopy over the front elevation (AMENDED DESCRIPTION)	Approved
14/01961	26 Long Lane	Erection of a single storey extension to side	Approved
14/01792	34 Wood Lane	Erection of porch at side	Approved
14/01275	Grayburn Car Park, Grayburn Lane	Erection of replacement wall following partial demolition of existing	Approved
14/01939	8 Grosvenor Place	Erection of single storey extension to side to allow conversion of existing garage to additional living space	Approved
14/02004	1 Eden Road	Erection of first floor extension to rear	Approved
14/01757	Land North West of the Gate House, Swinemoor Lane	Display of non-illuminated double sided bus shelter advertisement	Withdrawn
14/02059	27 Manor Road	Erection of detached garage and garden store to rear following demolition of existing	Approved
14/01863	Land East of Cartwright Lane Substation	Erection of 2no. detached dwellings	Approved
14/01838	Westwood Park Residential Home	Erection of timber clad building to House a biomass boiler	Approved
14/01481	4 Pinfold Mews	Erection of single storey extension to Rear	Approved
14/01978	Inches Body Studio, 1 Norwood	Display of 1 non-illuminated fascia sign And 1 externally illuminated hanging Sign	Approved
14/01467	White Horse Inn, Hen gate	Installation of no.4 replacement windows	Approved
14/01468	White Horse Inn, Hen gate	Installation of no.4 replacement windows	Approved
14/01834	71 Keldgate	Variation of condition 7 (approved plans) of planning permission 11/02453	Approved
14/01988	Norwood Park	Erection of a cricket pavilion and scoreboard following demolition of existing changing rooms	Approved
13/04187	Alde Swinemoor Lane	Proposed internal illumination of existing free standing non illuminated sign approved under 13/01811/PAD	Appeal against ERYC refusal
	Lake minster	Appeal Decisions	
13/03876	Westwood Hospital	LBC for conversation and alteration of two Grade II Listed Buildings (West House and Gate House), residential development including erection of 30 new dwellings, conversion of four existing buildings (included two Grade	Approved

		II Listed Buildings) to create 25 dwelling units; demolition and rebuild Masters Cottage to create covered parking area, cycle store and bin store; demolition of remaining buildings: together with associated parking and landscaping works.	
14/02118	Unit 2, Regal Court, Manor Road	Display of 1no. Fascia sign with halo LED illumination and 1 no externally illuminated projecting sign (amended plans)	Approved

**Resolved:** the above notices of decisions were noted.

**ACTION PLAN**

Action	Who is responsible	By when
<b>Min 148</b> The From Field to Table Community Allotment Plot is to be referred to as the "Sparkmill Community Allotment" to avoid confusion with the Town Council Community Plot	Deputy Town Clerk	Operational
<b>Min 149</b> Meeting with ward Councillors to be organised after the Skatepark meeting in November	Deputy Town Clerk	November
<b>Min 150</b> Obtain quotes for aluminum notice boards for next Planning Property & Services meeting.		
<b>Min 152 (ii)</b> To read the proposed lease for the Keldgate/Lairgate	Cllr Aird	As soon as possible
<b>Min 152 (iii)</b> To get costings for a plaque and find a suitable date in the Mayor's diary.	Deputy Town Clerk	Next Planning Property & Services meeting
<b>Min 152 (iv)</b> The date for the NGS Open Day is 26 <sup>th</sup> July 2015		
<b>Min 153</b> to provide a waste bin adjacent to the barge on Crane Hill Wharf	Deputy Town Clerk	As soon as possible
<b>Min 154</b> the Sparkmill light to remain in place and. the Deputy Town Clerk to request a plan of the listed columns in situ	Deputy Town Clerk	For next Planning Property & Services meeting
<b>Min 155</b> Beverley in Bloom	Deputy Town Clerk/Cllr Whitfield	