

# Beverley Town Council

## Planning, Property & Services Meeting

15<sup>th</sup> July 2014

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

**In Attendance:** Carol Oliver (Deputy Town Clerk)  
Councillor Aird thanked Councillors for attending the meeting.

### **128 To receive apologies for absence.**

Apologies were received from Councillors Bottomley, Elvidge, Thorley and Whitfield.

### **129 (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 planning application numbers:

13/03875, 14/01275 and 14/01382 because she is a Ward Councillor.  
14/01978 because she was called to see the Plans with Conservation Officer.  
The item relating to the motor cycle parking facilities on Grayburn Lane car park

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

Councillor Astell declared a pecuniary interest in the item relating to the lease with the Allotment Association.

Councillor Jack declared a pecuniary interest in planning application number 14/01870 because he is the applicant.

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

No dispensations were given.

### **130 To note the minutes of the Planning Property & Services meeting on the 17<sup>th</sup> June 2014**

The minutes of the Planning Property & Services meeting on the 17<sup>th</sup> June 2014 were noted. The minutes had been signed at Full Council on the 30<sup>th</sup> June 2014.

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

The Deputy Town Clerk reported on the actions. She will contact the developer regarding the recycling park at the South East Development, siting of bins and inspection of Skatepark are on the Agenda, the Commuted Sums meeting is to be held on the 25<sup>th</sup> July 2014 and will check the position with the Town Council Handyman regarding the dyke and pipe.

### **132 To receive the allotment representatives' reports**

The allotment representatives were not present but the following were as raised:

(i) Asbestos has been found on an additional two allotments and the Deputy Town Clerk is to get a further quote to get this removed from Sam Allon. This will be removed as soon as possible.

(ii) Cllr Astell said he had been contacted by a tenant of Durham Mews/Butt Lane in connection with the hedge at the other side of the dyke. It is believed that the dyke comes under the ownership of each property. The perimeter is house side of the dyke and the property owner fail to maintain the hedge. Councillor Pinder proposed that we write to the Association to clarify ownership of the hedge and where the boundary falls. Members agreed. Councillor Astell is to find the name of the Association for the Deputy Town Clerk to prepare the letter.

**Resolved** - write to the Association to clarify ownership of the hedge and where the boundary falls. Members agreed. Councillor Astell is to find the name of the Association for the Deputy Town Clerk to prepare the letter.

Councillor Astell said an allotment representative would be bringing in a letter of complaint to the Town Clerk regarding the behaviour of an allotment holder.

**133 To receive an update on the new allotment building on Plot 1**

Councillor Astell reported that the shop and container are in place. Heras fencing, hanging baskets, plants and paving have been obtained. Weed suppressant has been purchased to cover the area in front of the shop to enable tables and chairs to be placed on for the NGS open day. The turf will be laid after the NGS day.

**134 To receive an update on the Skatepark**

**(a) siting of litter bins**

The Deputy Town Clerk reported that the bins are being placed at present by the Town Council Handyman.

**(b) inspection of Skatepark**

The Deputy Town Clerk provided the inspection report summary from the inspection in November 2013 with Agenda papers.

**135 To discuss the allotments to include waiting list**

The Deputy Town Clerk reported there are 9 people on the waiting list.

**136 To consider the plan for the new allotments on Lairgate**

The Deputy Town Clerk reported that the plan had been agreed at Policy on 14<sup>th</sup> July 2014. The Tenancy Agreement comes into place on 1<sup>st</sup> April 2014. Councillor Astell asked if there were any vacancies on the site. The Deputy Town Clerk to find out.

**137 To consider grit and litter bin requests**

The Deputy Town Clerk reported there are no litter and grit bin requests.

**138 To consider the terms and conditions for the Community Plot**

It was agreed that the terms and conditions for the Community Plot should have not be formal. The wording proposed "that the Community Plot remains in the ownership of the Beverley Town Council who have access to the Community Plot at all times. Users have access to the Community Plot under Licence for their use and the Town Council accepts that any produce cultivated remains the property of the user". Members agreed this and the item is to be discussed at Full Council on 28<sup>th</sup> July 2014.

**Resolved** – the Community Plot remains in the ownership of the Beverley Town Council who have access to the Community Plot at all times. Users have access to the Community Plot under Licence for their use and the Town Council accepts that any produce cultivated remains the property of the use. Further discussion is to be held at Full Council on 28<sup>th</sup> July 2014.

**139 To consider the Lease with the Allotment Association for the Lease of Plot 1**

Councillor Pinder is happy to draft a Lease for submission to the solicitor for approval. The terms of the Lease/Licence for Plot 1 are:

- Use of the whole structure of building and steel container
- Exclusive use to the Allotment Association
- Term 5 years – thereafter for review every 5 years with rent review, as per Policy 28<sup>th</sup> April 2014 min number 793(i) (**Resolved** - Members resolved to buy a wooden building costing approximately £3,000, pay for the associated footings and pay for the 2 containers to be moved and replaced on sleepers on plot 1 Queensgate. Members further resolved that the costs would be calculated in total then Beverley Town Council will give a 5 year lease to the Beverley and District Allotments and Gardens Association to recoup the costs in rental, back to Beverley Town Council over a 5 year period, with the costs being funded initially from Beverley Town Council property reserves.)
- Notice period of 6 months
- Monthly Rent £85
- Rent payable on the 1<sup>st</sup> October 2014 and on the 1<sup>st</sup> of following months
- Maintenance of the whole structure of building and steel container to be at the Association cost
- Lease/Licence to commence on the 18<sup>th</sup> September 2014

- Insurance to be covered by Beverley Town Council for buildings and the site
- Public Liability insurance to be in place by the Association with a copy of the Certificate provided to the Town Clerk on the anniversary of the policy each year
- Access is required at all times by Beverley Town Council for inspection
- Correspondence address for the Town Council is through the Town Clerk
- Correspondence address for the Association to be provided to the Town Clerk

Councillor Pinder is to draft the Lease and submit to the Town Clerk for further discussion at Full Council. The lease is to be sent to a land lawyer explaining that it is a simple lease that is needed.

**Resolved** - Councillor Pinder is to draft the Lease and submit to the Town Clerk for further discussion at Full Council.

**140 To consider street lighting:**

**(a) Seven Corners Lane**

The Deputy Town Clerk reported that there is a dangerous lamp post on Seven Corners Lane and she is waiting costs from Street Lighting. The Deputy Town Clerk is to continue chasing for the cost of replacement.

**(b) Removal of the listed light columns to a place of safety**

Members agreed that the listed light columns are to be removed to a place of safety in North Bar Without/NewWalk.

**Resolved:** the Deputy Town Clerk to inform East Riding of Yorkshire Council of the agreement for the re-siting of the listed light columns.

**(c) Notification of a lamp post which has been knocked down in Thurstan Road by a resident**

The Deputy Town Clerk reported that a lamp post has been knocked down on Thurstan Road and full costs of its reinstatement are to be paid by the resident.

**(d) Removal of light by resident on Sparkmill Lane**

The Deputy Town Clerk showed a photograph of a light on Sparkmill Lane which has been fenced in and disconnected by the owner of the property. Members agreed to the removal of the light but requested the Deputy Town Clerk to contact Street Lighting at East Riding of Yorkshire Council to replace this light in Sparkmill Lane.

**Resolved:** agree to the removal of the light but requested the Deputy Town Clerk to contact Street Lighting at East Riding of Yorkshire Council to replace this light in Sparkmill Lane.

**141 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
14/01598	15 Railway Street	MS	F	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	No objection
14/01599	15 Railway Street	MS	LBC	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	No objection
14/01481	4 Pinfold Mews	MS	F	Erection of single storey extension to rear	No objection
14/01277	129 Keldgate	MS	F	Erection of a single storey extension to rear, installation of new gate and part demolition of garden wall, retention of garden studio and erection of a log store	No objection
14/01401	129 Keldgate	MS	LBC	Erection of a single storey extension to rear, installation of new gate and part demolition of garden wall, retention of	No objection

				garden studio and erection of a log store	
14/01843	26 Grovehill Road	MN	F	Erection of a shed to rear following removal of existing (resubmission of planning app no: 14/00673/PLF)	No objection
14/01615	26 New Walk	MS	F	Change of use from residential room in basement flat to an office (retrospective application)	No objection
14/01792	34 Wood Lane	SMW	F	Erection of porch to side	No objection
13/03875	Westwood Hospital, Woodlands	SMW	STRAT	Residential development including erection of 30 new dwellings; conversion of four existing buildings to create 25 dwelling units; demolition and rebuild of Masters Cottage to create covered parking area, cycle store and bin store; demolition of remaining buildings; together with associated parking and landscaping works	No objection
14/01315	57 Westwood Road	SMW	F	Erection of single storey extension to rear following demolition of existing	No objection to the planning application but please investigate the comments from the neighbours regarding the cinder path at the rear
14/01567	Agricultural House New Walkergate	MS	F	Part change of use from office to restaurant and takeaway (A3 use) and shop (A1 use) removal of existing lantern roof windows, demolition of boundary wall and other external alterations	No objection
14/01961	26 Long Lane	MS	F	Erection of a single storey extension to side	No objection
14/01451	65 Toll Gavel	SMW	F	Repositioning of rear entrance door, internal alterations to ground floor layout and installation of extract terminal in roof to rear	No objection
14/01452	65 Toll Gavel	SMW	LBC	Repositioning of rear entrance door, internal alterations to ground floor layout and installation of extract terminal in roof to rear	No objection
14/02004	1 Eden Road	SMW	F	Erection of first floor extension to rear	No objection
14/01759	Adshel 3001 0107 Bus Shelter opposite Belprin Park Swinemoor Lane	SME	PAD	Display of internally illuminated doubled sided bus shelter advertisement	Objection – distraction to motorists and neighbours
14/01757	Land North West of the Gatehouse Swinemoor Lane	SME	CDA	Display of internally illuminated doubled sided bus shelter advertisement	Objection – distraction to motorists and neighbours
14/01838	Westwood Park Residential Home, Langholm Close	SMW	F	Erection of timber clad building to house a biomass boiler	No objection
14/01863	Land East Of Cartwright Lane Substation Cartwright Lane	SMW	F	Erection of two detached dwellings	No objection in principle – subject to highways response on visibility and accessibility

					on junction.
14/01275	Grayburn Lane Car Park Grayburn Lane	SMW	CAC	Erection of replacement wall following partial demolition of existing	No objection
14/02001	12 Norfolk Street	SMW	F	Erection of single storey extension following demolition of existing conservatory	No objection
	8 Grosvenor Place	SMW	F	Erection of single storey extension to side to allow conversion of existing garage to additional living space	No objection
14/01826	Beverley Parklands Green	MS/WOOD	F	Erection of 54no.dwellings and associated infrasture following demolition of existing buildings h	No objection
14/02059	27 Manor Road	SMW	F	Erection of detached garage and garden store to rear following demolition of existing	No objection
14/01382	Mallard House, 6 Beck View Road	MS	Reg 3	Siting of 2 No: Cabins and 1: No Container (retention of) along the southern boundary of the site	No objection
14/01952	Units 7 to 11 Priory Road Ind Est	MS	F	Change of use from light industrial (B1) to educational use (D1)	No objection
14/01978	Inches Body Studio, 1 Norwood	SME	CDA	Display of 1 non-illuminated fascia sign and 1 externally illuminated hanging sign	No objection
14/01786	Flemingate	MS	LBC	Erection of single storey extension at side, alterations to windows at side and opening in wall	No objection
14/01612	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	No objection
14/01792	34 Wood Lane	SMW	F	Erection of porch to side (amended plans)	No objection
Councillor Jack left room for consideration of this planning application. This planning application was not considered due to being inquorate.					
14/01870	14 Flemingate	MS	F	Erection of two storey extension to rear following demolition of existing, installation of 2no dormer windows to roof at rear and 1no to roof at front	

**142 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) Fell Cherry (T1) because of extensive dieback throughout the crown causing a potential hazard to pedestrians using adjacent footpath.  
Location: 4 St Giles Croft

(ii) Fell self-seeded Sycamore located in the rear garden due to excessive shading, close proximity to garden wall and is considered to be of no value and does not enhance the area.  
Location: 41 Wood Lane

(iii) Fell Ash tree located in the passage area as roots may damage property due to proximity to house, branches are damaging the roof and guttering and the tree is blocking light to the house.  
Location: 24 Minster Moorgate

**Resolved:** Councillors had no objections to the above tree applications.

**143 Consultations**

(i) Motorcycle parking facilities at Grayburn Lane Car Park

Members agreed to the motor cycle parking facilities at Grayburn Lane Car Park and the Deputy Town Clerk is to inform East Riding of Yorkshire Council.

**Resolved:** members agree to the motor cycle parking facilities at Grayburn Lane Car Park and the Deputy Town Clerk is to inform East Riding of Yorkshire Council.

- (ii) Annual Review 2014 from Forewind
- (iii) East Riding of Yorkshire Rural Update regarding greater flexibility to change the use of business premises – recent changes to the planning system

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

#### 144 To receive notices of road closures

(i) temporary prohibition of through traffic on Holme Church Lane between property numbers 157 and 76 on Saturday 12<sup>th</sup> July 2014 to enable the installation of a new water supply

(ii) no person shall cause any vehicle to proceed along the A164 (Jocks Lodge) Exit Slip off the A164 and the Exit Slip off the A1079 to the A164 commencing at 5am on the dates shown below to enable emergency installation of new overhead lines across the road:

Sunday 22 June 2014, Sunday 29 June 2014, Saturday 5 July 2014, Sunday 6 July 2014, Saturday 26 July 2014 and Sunday 27 July 2014.

(iii) Footpath 16 Beverley - adjacent to Barmston Drain In order to complete cable diversion on behalf of Northern Powergrid Balfour Beatty will be excavating across the public footpath in order to upgrade the electricity network. This will involve excavating a 500mm wide trench along the path and this will result in the area not being safe for members of the public to access. The closure will be required for 8 working days from 20 August to 29 August

(iv) Temporary Road Closure Saturday Market – 3<sup>rd</sup> August 2014 for Beverley Town Council Commemoration of WW1

**Resolved** – the above road closures were noted.

#### 145 To accept a Report of Decision Notices

<i>Application Number</i>	<i>Address</i>	<i>Description</i>	<i>Decision</i>
14/00041	26 Grovehill Road	Erection of single storey extension and erection of a shed to the rear	ERYC refused and applicant appealing
14/00952	Chem-Dry, Swinemoor Lane	Construction of vehicular access and No.2. length of footpath (re-submission of DC/12/04446/PLF)	Refused access would create another source of vehicles slowing and manoeuvring onto a stretch of classified strategic highway (A1174) where the principle function is that of carrying traffic freely and safely.
14/01088	6 Norwood	Alterations to allow installation of external staircase to existing first floor flat, installation of first floor window to south west elevation and installation of 2no Velux Suntunnels	Approved
14/01139	56 Lairgate	Erection of two storey extension to rear and replacement of existing flat roof with pitched roof with rooflight to rear	Approved
14/00787	114 Norwood	Erection of a single storey extension to front following removal of bay window/roof overhang	Approved
14/00763	112 Flemingate	Listed Building consent for the installation of air conditioning units to the rear of the building and erection of an access ramp and railings to the side entrance door and removal of internal	Approved

		chimney breasts and fireplaces at first floor	
14/01096	Unit 2 Regal Court	Change the use from office to hot food takeaway (A5) with installation of ventilation and extraction equipment and external alterations	Approved
14/01113	Stepping Stones Nursery, 115 Walkergate	Change of use from children's nursery to a single dwelling and erection of two storey extension following demolition of existing single storey extension to rear	Approved
14/01114	Stepping Stones Nursery, 115 Walkergate	Change of use from children's nursery to a single dwelling and erection of two storey extension following demolition of existing single storey extension to rear	Approved
14/01391	32 Westwood Road	Erection of single storey extension to rear	Approved
14/01401	129 Keldgate	Erection of a single storey extension to rear, installation of new gate and part demolition of garden wall, retention of garden studio and erection of a log store	Approved
14/01277	129 Keldgate	Erection of a single storey extension to rear, installation of new gate and part demolition of garden wall, retention of garden studio and erection of a log store	Approved
14/01164	12 Lord Roberts Road	Internal and external alterations	Approved
14/01450	Rosemary Cottage, 1 Sparkmill Lane	Erection of conservatory following Demolition of existing conservatory	Approved
14/01353	Fir Trees, 39 Morton Lane	Installation of 12 no. Photovoltaic Solar panels on flat roof of ground floor extension to rear	Approved

**Resolved** – the above notices were noted.

### **ACTION PLAN**

<b>Action</b>	<b>Who is responsible</b>	<b>By when</b>
Min 131 – check Skatepark litter bins siting and the dyke and pipe on the allotment with Handyman	Deputy Town Clerk	As soon as possible
Min 132 – asbestos removal by Sam Allon Hedge reduction on dyke and liaising with Association.	Deputy Town Clerk Deputy Town Clerk/Councillor Astell	As soon as possible
Min 134 – check Skatepark litter bins siting with Handyman	Deputy Town Clerk	As soon as possible
Min 138 – Community Plot terms and conditions		Full Council
Min 139 – Lease of Plot 1 with Allotment Association		Full Council
Min 140(a) – Seven Corners Lane – chase East Riding of Yorkshire Council for costs (b) – re-siting of listed light columns – notify East Riding of Yorkshire Council of agreement (d) – removal and resiting of light on Sparkmill Lane – inform East Riding of Yorkshire Council	Deputy Town Clerk	As soon as possible
Min 143(i) – Agree to Motor Cycle park at Grayburn Lane car park – inform East Riding of Yorkshire Council	Deputy Town Clerk	As soon as possible.