

# Beverley Town Council

## Planning, Property & Services Meeting

**24<sup>th</sup> November 2015**

**Present:** Councillors Aird (Chair), Cllr T Astell (substitute for Cllr B Cooper), Begnett, G Cooper, Dodsworth (Vice Chair), Elvidge, Pearson and Willis.

**In Attendance:** Cllr P Astell (The Mayor) and Carol Oliver (Deputy Town Clerk).

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

Apologies were received from Cllr B Cooper.

The Mayor reported that Mrs Bessie Foot, who was Mayor in 2010/11 has passed away and asked if a minute's silence should be held in her memory. All agreed.

A one minute's silence was held.

The Mayor reported that the Beverley Town Council Flag will be on the coffin at the funeral on Friday 27<sup>th</sup> November 2015.

### **92. (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 Pearson declared non pecuniary interests in applications 15/03408 (Low Friars) and 15/03502 (6 Newbegin).

Cllr Aird declared non pecuniary interest in application 15/02403 (137 Keldgate) as she is a member of the Beverley & North Holderness Drainage Board.

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

No dispensations given.

### **93. To approve the minutes of the Planning Property & Services meeting on the 27<sup>th</sup> October 2015**

**Resolved:** That the minutes of the Planning Property & Services meeting held on the 27<sup>th</sup> October 2015 were received as an accurate record of the meeting.

### **95. To review the action plan from the Minutes of the 27<sup>th</sup> October 2015**

The Deputy Town Clerk reported that:

Minute 80 –the quotes are an item on the Agenda.

Minute 82 – she has written to East Riding of Yorkshire Council regarding the Sparkmill Lane access and a response is awaited. The Deputy Town Clerk is to continue chasing for a response.

Minute 88 (iii) – the Service Level Agreement for street lighting is an item on the Agenda.

### **96. Matters Arising from the above Minutes not on the Agenda**

All matters arising are on the Agenda.

### **97. To discuss the allotments:**

**a) Update on quotations for work required**

The Deputy Town Clerk reported she has received on quotation in the sum of £3600 for the pointing of the wall and digging out the culvert. Two further quotes are awaited and being chased. The Deputy Town Clerk is to continue chasing the quotes for the wall. One of the contractors has pointed out that as the wall is listed specialist bricks would be required. Members asked the Deputy Town Clerk to continue to chase the quotes. Cllr Pearson questioned whether it would be appropriate for the Deputy Town Clerk to approach East Riding College to ask whether their apprentice brick layers course would take on a project of this type. Cllr Dodsworth suggested contacting Community Payback regarding digging out of the culvert. The Deputy Town Clerk reported that the Town Clerk has made an application to Community Payback for other work to be done on behalf of the Town Council.

**Resolved:** The Deputy Town Clerk is to continue chasing the quotes and also contact East Riding College.

**b) Waiting List**

The Deputy Town Clerk reported there are 22 people of the waiting list.

**98. To receive an update on the Skatepark**

The Deputy Town Clerk reported that the Skatepark is cleaned three times per week by the Handyman and there have been no reported issues from the Anti Social Behaviour Team and Humberside Police.

**99. To receive an update on the progress of Mudhills**

Members received the map of Mudhills. Cllr Elvidge reported that the work commences in approximately two weeks, the play equipment should be arriving in early December and BMX track arrives mid 2016.

**100. To consider grit and litter bin requests**

The Deputy Town Clerk reported that:

- a) No litter/grit bin requests have been received.
- b) The grit bins have been checked by East Riding of Yorkshire Council in readiness for the winter.

**101. To receive a report on Beverley in Bloom**

The Deputy Town Clerk reported that the group are working on planters over winter and have a fund raising event of Royale Accordions on the 5<sup>th</sup> December at St Leonards Church.

**102. To receive the quotations for Notice Boards**

After consideration of the quotations received for the Notice Boards, members agreed to purchase the "complimentary range" from the Parish Notice Board Company. The Deputy Town Clerk reported the funds were coming from reserves in the sum of £10500.

**103. To consider Street Lighting**

**(i) Service Level Agreement (SLA)**

Members requested the Deputy Town Clerk ascertain from East Riding of Yorkshire Council how many lights, the locations of the lights and whether the bulbs/maintenance are covered under the SLA.

Cllr Dodsworth reported an issue of no foot way lighting in Kings Square (corner of garages) and requested that the Deputy Town Clerk contact East Riding of Yorkshire Council to request this area be looked at for footway lighting. All members agreed.

**Resolved:** the Deputy Town Clerk is to ascertain from East Riding of Yorkshire Council how many lights are covered under the SLA, the location of the lights covered under the SLA and whether the bulbs/maintenance are covered under the Service Level Agreement. The Deputy Town Clerk is to ask East Riding of Yorkshire Council to look at footway lighting in the Kings Square area.

**(ii) Photographs of standard and ornate lamp replacements**

The ornate lamp replacements are to be placed in Saturday Market, North Bar Within/Without and the costs are to be discussed at the Budget Meeting.

**Resolved:** The ornate lamp replacements are to be placed in Saturday Market, North Bar Within/Without and the costs are to be discussed at the Budget Meeting.

**(ii) Replacement Lighting Schemes for Admiral Walker Road and Keldgate to take place in the near future**

The replacement lighting schemes for Admiral Walker Road and Keldgate was noted.

**104. 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
15/03226	Unit 28 Flemingate Centre (Card Factory)	MS	PAD	Display of an internally illuminated fascia sign	No objection
15/03172	Unit 25 Flemingate Centre (Greggs plc)	MS	PAD	Displaying of fascia sign, projecting sign and internal window graphics	No objection
15/03171	Unit 25 Flemingate Centre (Greggs plc)	MS	F	Install new shop front door, also on flat roof install two air conditioning condenser units plus two external extract flues	No objection
15/03035	Unit 6 Flemingate Centre (Costa)	MS	PAD	Display of 3 internally illuminated lettering fascia signs (Block B)	No objection
15/03148	Old Coach House York Road	SMW	VARY	Variation of condition 6 (approved plans) of planning application reference 15/01202/VAR - Conversion of stable block to dwelling including extensions and alterations - to allow for additional rendering, double doors to living/study area and retention of window opening	No objection principle but object to the opening window. This should be fixed and obscure as per the neighbour's comments
15/03149	2 Laurel Court	SMW	F	Construction of gardens steps of new entrance door to rear	No objection
15/03235	Unit 9 Flemingate (Poundland)	MS	PAD	Display of 2 externally illuminated fascia signs and 1 non-illuminated projecting sign to front	No objection
15/02436	White Horse Inn Hengate	SMW	LBC	Installation of en-suite bathrooms to existing bedrooms and associated other internal works	No objection
15/03233	Unit 31 Flemingate Centre (Deli No 1 Limited)	MS	CDA	Display of 1 externally illuminated fascia sign and 1 non-illuminated fascia sign	No objection
15/03382	Development Land North of Flemingate	MS	Strat	Variation of Condition 4 of planning permission 12/01031/STPLFE (Flemingate mixed use re-development) to create 7 retail (class A1) units with a	Objection to revised scheme as this does not complement the

				floor area below 465sqm (of which 3 are to be below 190sqm) and change of use of unit B6 to a restaurant/ cafe use (class A3) [Revised scheme of 15/02426/STVAR]	town centre businesses and is not in keeping with the original plans.
15/03363	2 Copandale Road	SMW	F	Retention of dormer window in roof at rear and alterations to dormer window at side as approved in planning application 13/04105/PLF	Objection – out of keeping with the area.
15/03267	Adelaides, Albert Terrace	MN	F	Erection of two storey and single storey extension following demolition of existing conservatory to front; erection of porch to front and open porch to rear; alterations to existing roof, windows and doors and re cladding of the existing dormers; and rendering of the exterior brickwork	No objection
15/03398	21-22 Saturday Market	SMW	LBC	Installation of awning and sun blind over shop front (re-submission of planning permission 15/00661/PLB) Installation of awning and sun blind over shop front (re-submission of planning permission 15/00661/PLB)	No objection
15/03397	21-22 Saturday Market	SMW	F	Installation of awning and sun blind over shop front (re-submission of planning permission 15/00661/PLB) Installation of awning and sun blind over shop front (re-submission of planning permission 15/00254/PLB)	No objection
15/03090	67 Saturday Market	SMW	CDA	Display of 1 non-illuminated projecting sign	No objection
15/03408	Low Friars Albert Terrace	MN	F	Erection of a detached dwelling (amended)	Objection – over development of the site, narrow access to and from the property and please take the neighbour's views into account.
15/03394	5 Foley Avenue	SMW	F	Erection of shed to side	No objection
15/03110	117-119 Walkergate	SMW	CDA	Display of 3 non illuminated signs	No objection
15/03093	55-56 Saturday Market	SMW	PAD	Display of 1 internally illuminated fascia sign and 1 internally illuminated projecting sign	Support the conservation officer's comments.
15/03502	6 Newbegin	SMW	LBC	Installation of window into currently blocked opening at rear	No objection
15/03421	Andrew and Rogers Optometrists 15 North Bar Within	SMW	F	Erection of roof terrace to rear	No objection
15/03327	25 Butcher Row	SMW	F	Installation of new plant and equipment within existing compound at rear	No objection

15/03467	Cinema Unit 17 Flemingate	MS	PAD	Display of 2 internally illuminated fascia signs. 3 internally illuminated poster boxes mounted on exterior wall and 6 internally illuminated poster boxes (double stacked) inside of building facing through glazing	No objection
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**104 (i) Letter from Hickling Gray Associates re: application no: 15/02403 – Land at rear of Acacia House, 137 Keldgate regarding that there is an amendment to the application (amended to include small section of wall adjoining Kitchen Lane)**

Members noted the letter from Hickling Gray Associates re planning application number 15/02403 – 137 Keldgate and agreed the letter of objection prepared by the officers to be submitted to the East Riding of Yorkshire Council on receipt of the planning application.

**Resolved:** Members agreed the letter of objection prepared by the officers to be submitted to the East Riding of Yorkshire Council on receipt of the planning application 15/02403.

**105. 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:**

15/00391

BEVERLEY CONSERVATION AREA: Fell Silver Birch due to outgrowing location and excessive overshadowing of the garden

Location: Holly Lodge, St Giles Croft

Due Date: 26/11/2015

No relevant documents were able to be viewed.

**Resolved: Objection to the felling of the tree – members suggested reducing the height to assist with the overshadowing of the garden.**

15/03512

BEVERLEY AND GUILDHALL CONSERVATION AREA - Reduce the height of three Silver Birches to approximately 10m to allow more natural light to the adjoining properties.

Location: Lansdowne House 11 Cross Street

**Resolved: No objection**

**106. Consultations**

**(i) Dogger Bank News - Issue 11, Autumn 2015**

The Dogger Bank news consultation was noted.

**(ii) Hybrid car charging points**

The Hybrid car charging points was noted but as car parks are operated by the East Riding of Yorkshire Council, the Deputy Town Clerk is to refer the company to East Riding of Yorkshire Council.

**(iii) 3-yearly review of winter services policy in July 2016 by East Riding of Yorkshire Council**

The 3-yearly review of winter services policy in July 2016 by East Riding of Yorkshire Council and all Councillors are to respond to [lester.burton@eastriding.gov.uk](mailto:lester.burton@eastriding.gov.uk) by Friday 18<sup>th</sup> December 2015 or Lester Burton, East Riding of Yorkshire Council, Beverley Depot, Annie Reed Road, Beverley, HU17 0LF.

**107. To receive notices of road closures**

**(i) Date and time of closure**

Saturday 28 November 2015 between 0900 and 1630 hours

**Road to be closed including suspension of parking bays within the area**

Minster Yard North between the junctions with Eastgate and Highgate

**Resolved:** the road closure on 28<sup>th</sup> November 2015 between 9am-4.30pm at junction of Eastgate and Highgate is noted.

**(ii) Proposed temporary waiting and parking restrictions – Armstrong Way, Flemingate, Grovehill Road, Trinity Grove, Cherry Tree Lane, Chantry Lane, Priory Road, St Nicholas Road, Blucher Lane and Beckside – road marking from 30<sup>th</sup> October to 2<sup>nd</sup> November 2015.**

**Resolved:** The proposed temporary waiting and parking restrictions – Armstrong Way, Flemingate, Grovehill Road, Trinity Grove, Cherry Tree Lane, Chantry Lane, Priory Road, St Nicholas Road, Blucher Lane and Beckside – road marking from 30<sup>th</sup> October to 2<sup>nd</sup> November 2015 was noted.

**(iii) For information, copy of the final CPZ leaflet and questionnaire being delivered to residents and businesses in the area surrounding the Flemingate development in the last week of November.**

Members noted the copy of the CPZ leaflet and questionnaire being delivered in the area surrounding the Flemingate development. The Deputy Town Clerk reported residents had been in contact with the office and she had directed them to the meetings being held in December.

A discussion took place regarding CPZs in Beverley and that this new CPZ would push the parking problems further out. Wykeland are paying for the CPZ in the Flemingate area as part of their commitment to Beverley. Members felt that this area was prioritised as this was being paid for by Wykeland. Cllr Pearson reported that there is a list of areas that will be considered for CPZs as and when funds become available. Discussion took place about whether a discounted scheme for staff at East Riding of Yorkshire Council is available to staff to reduce parking problems in Beverley. Cllr Elvidge reported this is already in place and it is not a mandatory scheme for staff of East Riding of Yorkshire Council to participate in. Cllr P Astell said parking should not be CPZs but for residents' parking only. Unfortunately there is insufficient monitoring of this. Cllr Dodsworth said that the other problem is that drivers do not park in consideration others or the residents. Cllr Aird said as this is not an Agenda item, no further discussion is to take place.

**(iv) Prohibit any vehicle from proceeding along Flemingate from outside number 1 to outside number 24 commencing Saturday 14<sup>th</sup> November 2015 between the hours 1900hours and 0500 hours to enable mains connection works to take place**

**Resolved:** the prohibiting of any vehicle from proceeding along Flemingate from outside number 1 to outside number 24 commencing Saturday 14<sup>th</sup> November 2015 between the hours 1900hours and 0500 hours to enable mains connection works to take place was noted.

**(v) Proposed stopping up of highway at 29 Wellington Road**

**Resolved:** the proposed stopping up of highway at 29 Wellington Road was noted.

**108. For information, see circulated documentation regarding a proposed neighbourhood development plan in late 2012**

**Resolved:** Members noted the documentation circulated regarding a proposed neighbourhood development plan in late 2012.

**109. To accept a Report of Decision Notices**

<b>Application Number</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
15/02216	The Grapes, 27 Saturday Market	Display of 1 externally illuminated fascia sign, 1 externally illuminated lettering sign, 1 externally illuminated hanging sign, 2 non-illuminated amenity boards, 3 internally	Approved

		illuminated cased menu signs, 2 lanterns and 10 lumilife warm white LED floodlights to be fixed under the existing soffit	
15/02426	Development Land North Of Flemingate	Variation of Condition 4 and Condition 5 (relating to size of retail units) of planning permission 12/01031/STPLFE (Flemingate mixed use re-development)	Refused
15/02516	Development Land North of Flemingate	(Block E - The Entertainer) Display of 1 internally illuminated fascia sign and 1 non-illuminated projection sign	Approved
15/02162	Andrew And Rogers Optometrists 15 North Bar Within	Alterations to second and third floors in connection with use as 2 no. dwellings and erection of a terrace to second floor	Approved
15/02135	The Grapes	Repainting of the external elevations, repair works and repainting of all window frames and columns and internal works including full re-decoration and removal of existing dwarf wall	Approved
15/02348	60-61 Saturday Market	Display of 2 internally illuminated window marketing light pockets and 2 internally illuminated bespoke window graphic vinyls	Planning Permission not required
15/01751	Church House Dental practice	Internal alterations including installation of lead lined/radiation proof door	Approved
15/02877	TSB 14-15 Saturday Market	Redecoration works to the external front and side facades	Approved
15/02544	Development Land North of Flemingate	Display of 5 back lit halo illuminated fascia signs, 5 non-illuminated fascia signs, 1 Internal LED illuminated projecting parking sign and 20 non-illuminated hanging signs	Approved
15/02898	James Starkey Fine Art International 49 Highgate	Change of Use from Retail Shop (A1) to Residential Dwelling (C3)	Approved
15/02457	Unit 1 Flemingate Development	(Block A Unit 1) - Debenhams) Display of back lit halo illuminated lettering	Approved

**Resolved** – the above decisions notices are noted.

## Action Plan

Action	Who	Timescale
<b>Min 95 – Min 82</b> Chase ERYC for response re: Sparkmill Lane Adoption	The Deputy Town Clerk	The next meeting
<b>Min 97</b> Chase Quotes for allotment work and contact East Riding College regarding apprentices undertaking the some of the work.	The Deputy Town Clerk	The next meeting
<b>Min 102</b> Order Complimentary Notice boards from the Parish Notice Board Company	The Deputy Town Clerk	Operational
<b>Min 103(i)</b> Ascertain how many lights, locations and whether bulbs and what maintenance cover under Service Level Agreement.  Contact ERYC re: footway lighting in Kings Square area	The Deputy Town Clerk  The Deputy Town Clerk	The next meeting  The next meeting
<b>Min 103(ii)</b> Ornate lights replacements in North Bar Within/Without and Saturday Market to be discussed at 2016/17 budget meetings	The Deputy Town Clerk	Budget Meetings
<b>Min 104 (i)</b> Objection to 137 Keldgate application letter agreed and submitted by the Deputy Town Clerk	The Deputy Town Clerk	Operational
<b>Min 106 (ii)</b> The electric charging in car parks to be referred to ERYC	The Deputy Town Clerk	Operational
<b>Min 106 (iii)</b> 3-yearly review of winter services policy in July 2016	All Councillors are to respond to <a href="mailto:lester.burton@eastriding.gov.uk">lester.burton@eastriding.gov.uk</a> by Friday 18 <sup>th</sup> December 2015 or Lester Burton, East Riding of Yorkshire Council, Beverley Depot, Annie Reed Road, Beverley, HU17 0LF	18 <sup>th</sup> December 2015