

HEXHAM TOWN COUNCIL

I HEREBY GIVE NOTICE THAT a meeting of the Hexham Town Council Planning & Infrastructure Committee will be held in the Council Office, St Andrew's Cemetery, West Road, Hexham on Monday 10 July 2017 at 5.15pm when the following items will be discussed:

A G E N D A

1. Apologies for absence.
2. To receive minutes of the Planning and Infrastructure Committee meeting held 22 June 2017 enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (if any - see list enclosed).
6. To comment on Pre-Planning Applications received (if any - see list enclosed).
7. To consider a proposed diversion of a public footpath at Delegate Cottage, Hexham.
8. To consider options regarding the non-working vehicle activated sign at Allendale Road (see attached).
9. To consider correspondence received (if any).
10. To agree a date and time for the next meeting.
11. Any urgent matters at the Chairman of the meeting's discretion. (*Matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Town Clerk before the meeting begins.*)

Jane Kevan
Town Clerk
4 July 2017

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
Hagenda0717 PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL PLANNING AND INFRASTRUCTURE
COMMITTEE MEETING HELD ON 22 JUNE 2017

635.	PRESENT: Councillor J V R Hare in the Chair and Councillors Mrs C Hanley, J Ord and E Green.
636.	APOLOGIES FOR ABSENCE: Apologies for absence were received from Councillors T G E Gillanders and Mrs D Bell.
637.	MINUTES of the Committee meeting held 6 June 2017, having been circulated, were AGREED.
638.	MATTERS ARISING: a. BANDSTAND (minute 627a refers): it was noted that drawings from Northumberland County Council are now with Lost Art and that Lost Art or another company will complete the stone store work. b. CRIBLOCK AT QUATRE BRAS ALLOTMENTS (minute 632 refers): it was noted that a Councillor and the Clerk had both been contacted by allotment tenants/the Quatre Bras Allotment Association after being wrongly told by a Miller Homes' contractor that all the plots by the criblock would be affected by a 5m width being required for maintenance work. The Clerk advised Miller Homes has confirmed some work will take place in October but that there will be consultation with the Council and relevant allotment tenants about access and if there is a need to move any sheds, etc well in advance.
639.	DECLARATIONS OF INTEREST: There were no declarations of interest.
640.	PLANNING APPLICATIONS: It was AGREED there were no objections to the applications received in accordance with the list circulated and attached to the agenda.
641.	PRE-PLANNING APPLICATIONS: No pre-planning applications had been received for comment.
642.	VEHICLE ACTIVATED SIGN AT ALLENDALE ROAD: It was noted that the cost to replace the sign with another one of the same type had been confirmed as £2554.97 and also that comments from Northumbria Police had not yet been received. It was AGREED to defer consideration until Police comments are received.
643.	RAC BUSINESS BREAKDOWN QUOTE: It was noted that a quote of £127.99 had been received for the Council's Mazda pick-up. It was AGREED not to pursue this.
644.	CEMETERY LODGE: It was noted that the Lodge redecoration is complete and that the Discount Warehouse quote given for carpets in 2016 is still valid. It was AGREED that the Council will pay for these carpets.

645.	BANDSTAND INVOICE: It was NOTED that the closing balance of £2884.53 from the Mayor's 2012 Bandstand Appeal bank account previously paid to Northumberland County Council but not deducted from the recent invoice will be refunded by the County Council to the Town Council's contingency fund.
646.	TOURIST INFORMATION SIGNAGE: It was noted that there is still incorrect signage at Wentworth and very little signage for information being available at the Queen's Hall. It was AGREED to refer this to Lorraine Dewison, Hexham Champion.
647.	NEXT MEETING: It was AGREED the next Committee meeting will be held on Monday 10 July 2017 at 5.15pm in the Council Office, St Andrew's Cemetery, Hexham.

Chairman.....

Action Log

Pursue Police response regarding vehicle activated signs (done 23/6/17, response received 29/6/17)	Clerk
Contact Lorraine Dewison regarding tourist information signage (done 23/6/17)	Clerk

HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors must use one of the following statements:-

1. "I have a disclosable pecuniary interest
in..... (for example:) Agenda item 3, Planning
application number 14/1234".
(NOTE: Code of Conduct paragraphs 11&15 apply).
2. "I have a disclosable personal interest
in..... (for example:) Agenda item 4, Grant
aid application by Hexham Youth Initiative
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days' notice must be given for any dispensation request.

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

PLANNING APPLICATIONS RECEIVED FROM NORTHUMBERLAND COUNTY
COUNCIL FOR COMMENT ON 10 JULY 2017

Reference	Description	Applicant
17/01739/LBC	Proposed installation of new steel beams and brick pier in the basement to support the installation of a new Diebold MDT at HSBC, Fore Street, Hexham	c/o Arcadis LLP
17/02119/FUL	Construction of single storey side extension at 27 Hackwood Park, Hexham	Mr & Mrs P Wharrier
17/02090/LBC	Remove, clean and reset the top three courses of stone, removing vegetation and applying treatment to prevent future growths, and re-install a roof, door and window covering with new oak lintels, to the small stone shed in the Abbey Grounds, Hexham	Mrs S Talbot, NCC
17/02124/FUL & 17/02125/LBC	Re-roofing pitched roof coverings and overboarding flat roof coverings at Hexham Middle School, Wanless Lane, Hexham	Ms Sarah Sparke
17/02253/FUL	Single storey extension to the side and conversion of conservatory into a sun room at 12 Enderby Drive, Hexham	Mr Michael Mitchell
17/02268/FUL	Creation of a traditional style dormer window to front (west) roof slope to create attic room, plus two single storey rear extensions at 14 St Cuthbert's Terrace, Hexham	Mr & Mrs Marston

These applications to be commented upon under Committee's delegated powers (minute 6588 refers).

Any objections made on applications must be 'material planning considerations'. To be material, a matter must relate to the "purposes of planning". The views of local Councils and other consultees can only be taken into account by the planning authority if they are material. Such comments must always bear in mind that:

“The purpose of the planning system is to contribute to the achievement of sustainable development” (Paragraph 6 National Planning Policy Framework)

There is no definitive list but examples are:

- National planning policy
- The local planning authority’s planning policies (including Neighbourhood Plans)
- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking, means of access, highway safety and traffic
- Noise, odours
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Nature conservation
- Flood risk
- Crime prevention and community safety
- Previous planning decisions
- Views of parish and town councils
- Views of statutory consultees: Highway Authority/Environment Agency/English Heritage/Sport England/Others (neighbouring LPA, HSE, etc.)

Non-material planning considerations include:

- Loss of view
- Negative effects on the value of other properties
- Land ownership or restrictive covenants
- Applicant’s personal circumstances or past conduct (unless exceptional, such as relating to a physical disability in certain circumstances)
- Business competition
- Matters controlled under building regulations or other non-planning legislation
- Disabled person’s access
- The nature of the applicant or owner
- Prospect of a “better” proposal

These are subject to change in national legislation or planning policy.

NB All planning applications (and related decisions) are online at:

<http://publicaccess.northumberland.gov.uk/online-applications>

If Hexham Town Council objects to an application listed above the objection is lodged online.

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

PRE-PLANNING APPLICATIONS RECEIVED FROM NORTHUMBERLAND COUNTY
COUNCIL FOR COMMENT ON 10 JULY 2017

Pre-applications will be commented upon under Committee's delegated powers (Minute 6588 refers)

Reference	Description	Applicant

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

Options Report on the Non-Working Vehicle Activated Sign, Allendale Road

Consideration of the following report was deferred by the Committee on 22 June 2017 in order to consider comments from Northumbria Police. An officer from the camera enforcement team officers has advised that there is no current survey data for Allendale Road but that he believes vehicle activated signs either showing a speed and ☺ or ☹ or changing to red, etc for speeding are far more effective than a plain speed limit sign.

Background

In 2008 Hexham Town Council agreed to fund the maintenance of vehicle activated interactive speed signs in Hexham. There are currently six of these: at Causey Hill Road, Dene Avenue, Dipton Hill Road, West Road, and two at Allendale Road.

One of the signs at Allendale Road has not worked for some time and an enquiry from a local resident was received in April 2017, asking if this issue could be raised but also noting that a sign that displays drivers' speeds (rather than one that just flashes 30mph) may be more effective.

Swarco Traffic Ltd's Site Works Manager has advised it would cost £726.20 + VAT for an engineer to attend the site. He also advises that, due to the location, a traffic management vehicle and operative would be needed to provide a safe working area for the engineer, and to provide traffic management, while the works are carried out. This would cost £1,200.00.

Options

Option	Cost (net)	Comments
Repair existing sign	Engineer visit: £726.20 Cost of repair/parts: ? Traffic management: £1,200.00	Total cost unknown; repair may not be possible; complainant advises different sign may be more effective
Remove sign	Traffic management: £1,200.00	Future maintenance not required
Replace with a sign of the same type	£2,554.97 Traffic management: £1,200.00	May have limited effect
Replace with a sign advising of the driver's speed	£2,672.55 ex-works Traffic management: £1,200.00	May be more effective

Budget

The 2017/18 budget to repair or replace these signs is £1,000.00.

Financial Regulations – Authority to Spend

The Council's Financial Regulations (4.6 refers) state:

No expenditure shall be authorised in relation to any capital project and no contract entered into or tender accepted involving capital expenditure unless the Council is satisfied that the necessary funds are available and the requisite borrowing approval has been obtained.

Financial Regulation 4.7 states:

All capital works shall be administered in accordance with the Council's standing orders and financial regulations relating to contracts.

Financial Regulations – Contracts

Financial Regulation 10.3 states:

All members and officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to any de minimis provisions in Regulation 11(1).

Financial Regulation 11.1h states:

When it is to enter into a contract of less than £60,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £5000 and above £500 the Clerk or RFO shall strive to obtain 3 estimates. Otherwise Regulation 10.3 above shall apply.

Confidentiality

The Local Government Act 1972 (s100) states a meeting shall be open to the public except when confidential information would be disclosed or if the Council resolves to exclude the public because of the nature of the proceedings. Accordingly, this report may be considered in open session.

Decision

The Committee's decision is requested.

Jane Kevan
Town Clerk
June 2017