

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 Friday 21 September 2018 at 10.00am 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 4 September 2018, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see list enclosed).
6. To consider the proposed improvements to direction signage to car parks in Hexham.
7. To consider correspondence received (if any).
8. To agree a date and time for the next meeting.
9. 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
17 September 2018

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
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Hagenda0918 no2 PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL PLANNING AND INFRASTRUCTURE
COMMITTEE MEETING HELD ON 4 SEPTEMBER 2018

919.	PRESENT: Councillor J V R Hare in the Chair and Councillors T G E Gillanders, R Hull, J Ord, Mrs C Hanley and Mrs D Bell.
920.	No APOLOGIES FOR ABSENCE were received.
921.	MINUTES of the Committee meeting held 31 July 2018, having been circulated, were AGREED.
922.	MATTERS ARISING: FLAGPOLE FOR THE GREEN FLAG (minute 911f and action log refers). Two quotes received for a flagpole were considered but it was AGREED to defer this for further consideration and research.
923.	DECLARATIONS OF INTEREST: There were no declarations of interest.
924.	PLANNING APPLICATIONS: It was AGREED there was no objections to or comments on the applications received in accordance with the list circulated and attached to the agenda, except 18/02720/FUL (1A Battle Hill) and comment that the Council in principle supports the development of retail premises but considers the door should be in character with the building and supports the Assistant County Archeologist's comments.
925.	ANNUAL REVIEW OF ALLOTMENT RENTS: it was AGREED to increase the annual rent in 2019 as recommended to to £62.00 (£31.00 for a half size plot). After serving due notice, this rent will be charged from 1 October 2019.
926.	REVIEW OF ALLOTMENT TENANCY AGREEMENT: A new agreement was considered, based on the National Association of Local Councils' template and comments from the Quatre Bras Allotment Association. It was AGREED to use the proposed agreement as attached to the agenda with an amendment to omit any reference to bonfires being allowed.
927.	ANNUAL REVIEW OF CEMETERY CHARGES AND RULES: after considering current Cemetery charges, it was AGREED to increase the fees for 2019/20 by between 1 and 3% (in round figures) as recommended and detailed in the report attached to the agenda. It was also noted that the Cemetery rules will remain the same.
928.	BURIALS PROCEDURE: It was AGREED to approve the procedure as attached to the agenda, amending point 2 to "make all staff aware" and point 6 to "update the payments record book".
929.	TIER 2 ENVIRONMENT AGENCY GROUNDWATER RISK ASSESSMENT FOR THE CEMETERY: it was AGREED to consider an updated report after further quotes have been received.

930.	REPLACEMENT BIN AT ABBEY VIEW: It was noted that a request to replace a damaged bin had been received and this was AGREED. It was also AGREED to look at the possibility of recycling bins being placed in Hexham.
931.	SUGGESTIONS RE: CEMETERY: A message congratulating the Council on achieving the Green Flag Award was NOTED, together with suggestions regarding regular inspections of the water troughs and whether additional signage should be displayed regarding dogs.
932.	PLANNING APPLICATION REFERRALS: It was NOTED that decisions regarding 18/01918/FUL (1 Elm Close) and 18/00660/FUL (4 Low Gables, South Park), rather than being referred for a Committee decision because of objections from the Town Council, had been agreed under delegated powers.
933.	A69 JUNCTION IMPROVEMENTS WORK: It was AGREED to write to Highways England, welcoming the investment at Bridge End and hopefully subsequent dualling to the M6 junction, and to request consideration be given to establishing speed limits and a means of enforcement at the West Road junction.
934.	SIGNAGE TO CAR PARKS IN HEXHAM: Proposals sent by the County Council to improve this was noted. It was AGREED the Committee would look at it in more detail as it may wish to submit comments and to therefore request A3 copies of the proposals and to add this to the next agenda.
935.	NEXT MEETING: It was AGREED the next Committee meeting will be held on Friday 21 September 2018 at 10.00am in the Council Office, St Andrew's Cemetery, Hexham.

Action Log

Obtain further flagpole quotes (minute 922)	Councillor Gillanders to check locally and Councillor Hull to research online
Provide an updated Tier 2 Risk Assessment report when further quotes have been received (minute 929)	Clerk
Replace bin at Abbey View (minute 930)	Operations Manager
Research possibility of recycling bins (minute 930)	Councillor Hull
Write to Highways England (minute 933)	Councillor Gillanders
Add signage report to the next agenda and request A3 copies of proposals (minute 934)	Clerk

Chairman.....

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 21 SEPTEMBER 2018

Reference	Description	Applicant
18/02727/COU	Change of use retail/office space to a children's recreation centre at 1 St Mary's House, St Mary's Wynd, Hexham	Mrs Gayle Baty
18/03075/FUL	Forming a small garden room (a lean-to extending the existing north west gable extension finished in natural matching slate and glazing) and alterations in the forecourt including the replacement of a timber fence with a stone wall and replacing the paving with second hand stone flags at The Tannery, Dipton Mill Road, Hexham	Mr Lumsden
18/03079/FUL	Rear extension at 2 Hextol Terrace, Hexham	Mr & Mrs Hutcheson
18/03169/FUL	Proposal to raise garage roof by 300mm and install zinc seam to mid-section, and replace existing bay window with new zinc roof and window unit, at 86 The Link, Hexham	Mr & Mrs ODwyer and Brooker
18/02897/LBC	Proposal to change two single glazed sash windows and one single glazed casement window for new double glazed timber sash units on the side extension at 2 Temperley Place, Hexham	Mr Ben Clark

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.