



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Thursday 24 September 2020 at 9.30am 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 9 September 2020, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see enclosed).
6. To consider correspondence received (if any).
7. To agree a date and time for the next meeting.
8. 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
18 September 2020

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Hagenda 0920 No2 PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 9 SEPTEMBER 2020

1436.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, D Bell, J Ord and J V R Hare.
1437.	APOLOGIES FOR ABSENCE were received from Councillors Hanley and Ball.
1438.	MINUTES of the Committee meeting held 3 August 2020, having been circulated, were AGREED.
1439.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. TRACTOR OPTIONS (minute 1347b and action log refers). Prices for John Deere tractors were noted and it was AGREED to check lease options. b. BAT BOXES (minute 1423d and action log refers). It was noted that the Operations Manager will make some Kent bat boxes. c. RURAL SERVICES NETWORK SURVEY (minute 1423e and action log refers). It was noted that survey responses had been submitted. d. LOCAL PLAN CONSULTATION (minute 1430 and action log refers). It was noted that a response regarding Intake Way had been submitted. e. SIGNAGE (minute 1423 refers). It was noted that Councillor Gillanders had attended a meeting and that new information boards should be ready by late September. f. NEW PAVEMENT LICENSING ARRANGEMENTS (minute 1431 and action log refers). It was noted information is on the website. g. COCKEREL AT ALLOTMENTS (minute 1432 and action log refers). It was noted that the cockerel has been removed. h. TEMPORARY TRAFFIC MEASURES (minute 1433 and action log refers). It was noted information is on the website. i. TTROs (minute 1434 and action log refers). It was noted information is being added to the website as received.
1440.	DECLARATIONS OF INTEREST: Councillor Bell declared a non-pecuniary interest in application 20/02531/PRUTPO and Councillor Gillanders declared a non-pecuniary interest in application 20/01987/FUL and they took no part in the consideration of these applications.
1441.	PLANNING APPLICATIONS: It was AGREED there were no objections to, or comments on, the applications received in accordance with the list circulated and attached to the agenda, except to note regarding 20/02333/ADE (Oxfam, 8-10 Battle Hill) that this is subject to the Conservation Officer's requirements being met.
1442.	ALLOTMENT FEES: It was AGREED to increase the annual rent in 2021 as recommended to £65.00 (£35.00 for a half size plot). After serving due notice, this rent will be charged from 1 October 2021.

1443.	ANNUAL REVIEW OF CEMETERY CHARGES AND RULES: After considering current charges, it was AGREED to increase the fees for 2021/22 by between 1 and 3% (in round figures) as recommended and detailed in the report attached to the agenda and also to repeat the current discounted fees for burials for people who lived in Hexham in the last four years. It was also noted that the cemetery rules are unchanged except for removing the rule that restricts the hours of pet burials.
1444.	NORTHUMBERLAND LOCAL PLAN CONSULTATION AND LAND CURRENTLY OCCUPIED BY HEXHAM MIDDLE SCHOOL: Following a discussion including reference to the current community garden and also the possibility of allotments, it was AGREED that all Councillors and Dave Clegg, Chair of the Hexham Neighbourhood Plan Steering Group, should consider this further and for the matter to be on the October Full Council agenda. An options paper will be prepared.
1445.	SUSTAINABILITY ACTION PLAN AND FRIENDS OF THE EARTH RECOMMENDATIONS: Various recommendations were considered and it was noted that Octopus Energy will supply both of the Council's electricity when the current ones expire in November. It was AGREED to pursue several possibilities as outlined in the action log.
1446.	16 PRIESTLANDS CLOSE: It was noted that planning application 20/01290/FUL has been withdrawn at the applicant's request.
1447.	RURAL/MARKET TOWNS GROUP: It was noted that more than 100 organisations now belong to this.
1448.	NORTHUMBERLAND LOCAL PLAN: The schedule of the examination hearings was noted.
1449.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Thursday 24 September at 9.30am.

Action Log

Pursue more quotes re heating the Chapel and electrical supply and vehicle charging points (minute 1347a)	Clerk
Check tractor lease options (minute 1439a)	Operations Manager
Draft and circulate an options paper on the Local Plan/HMS site (minute 1444) and consult with Dave Clegg	Councillors Gillanders, Ord and Hare
Pursue Friends of the Earth recommendations (minute 1445) as follows: <ul style="list-style-type: none"> • Ask Hexham Space for Nature and Transition Tynedale (TT) how HTC may be able to help with forming climate action groups. 	Clerk (except Councillor where noted)

<ul style="list-style-type: none"> • Councillor Hare to speak to contact about the hydro-electricity scheme. • Discuss similar action card to that distributed by Lower Halstow PC with HCP as part of the Clean and Green initiative (and ask how HTC can help). • Ask for HCP opinion on bringing people together for bulk purchases of energy insulation, etc. • Ask HCP if can promote a lift-sharing scheme. • Write to NCC to encourage change to bus service regulations so can cross-fund loss making rural routes. • Check with NCC's Conservation Officer if heat pumps and solar PV may be fitted on the Cemetery site. • Check with the Operations Manager regarding issues with the brush weeding machine. • Suggest to HinB and TT that a back lane gardens competition is held next year. • Write to Highways England to request a wildflower meadow and that trees are replaced following the Bridge End roundabout work. • Councillors to further consider planting a tree for each of the war graves at St Andrew's Cemetery if a suitable site can be found. • Find out if HTC can join NCC's cycle to work scheme. • Investigate Terracycle. 	
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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 24 SEPTEMBER 2020

Reference		Applicant
20/02576/LBC	Upgrade the fascia signage to shop front to corporate design for Oxfam at 8 Battle Hill, Hexham	Senior Building Surveyor Claire Heffernan
20/02559/FELTPO	Work on a Larch tree (reduce length of branches on east part of crown by up to 1.5m to balance the shape and slightly reduce shading) at 36 Collingwood Drive, Hexham	Mrs B Child
20/02614/FUL	Two storey extension to side of 25 St Matthew's Road, Hexham	Mr G Waugh
20/02615/LBC	Opening in the wall and temporary opening to facilitate building works at Bouchon Bistrot approved under applications 18/00090/FUL and 18/00091/LBC at land to rear of 2 Gilesgate, Hexham	Mr Greg Bureau
20/02326/FUL	Creation of first floor single storey extension to create dining kitchen at 13 Tynedale Terrace, Hexham	Mr and Mrs Massey
20/02728/FCOU	Change of use from hairdresser to dwelling at 6A Hencotes, Hexham	Miss P Clynes
20/02739/FUL	Retrospective – extend roof over garage, porch and sunroom; internal alterations including installation of bi-fold doors; external block wall and garden shed at 3 Dene Park, Hexham	Mr Paul Ross
20/02752/ADE and 20/02755/LBC	Advertisement consent for one fascia sign at 9 Battle Hill, Hexham	Mr Gareth Edwards
20/02749/FUL	Change of use from bed and breakfast to residential dwelling (no building work required) at 1 Elvaston Road, Hexham	Miss Julie Caris
20/02790/FUL and 20/02791/LBC	Extension and alterations to 14 Hallstile Bank, Hexham	Pro & Dr Doonan Griffiths
20/02867/COU	Change of use from a guest house to a residential dwelling at Hallbank Guest House, Hallgate, Hexham	Mr W Hawkeswood

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 Neighbourhood Plan Considerations

Hexham Neighbourhood Plan

Practical Guide May 2020

The Plan's referendum is deferred; NCC must give its provisions 'significant weight'. The Plan's provisions are, as the Independent Examiner has confirmed, the result of 'comprehensive and robust' consultation across the town's population.

Two overarching Planning Policies that address **Sustainability** in widest sense – to sustain/expand Hexham's economic, social and community well-being base as well as environmental concerns:

HNP1 p18 supports e.g. expansion of community facilities and recreation, new (market and affordable) housing, increasing local employment e.g. tourism, development that increases travel on foot or by bike; use of brownfield for above. All **inside** existing greenbelt boundary (greenbelt dev subject to national policy).

HNP2 p19 establishes **principles for design**: positive attention to local character (different in different parts of town) (developers can be asked how they have met this), with attention to appearance, scale, massing, height, density, access, landscaping, highway safety, residential amenity (e.g. retail, public transport, noise)

and for low carbon technology: embedded renewables (solar, geo-thermal), low carbon build technologies (reduced carbon footprint into future, e.g. insulation, glazing), reduction of water run-off (Sustainable Drainage Systems - SuDS), plus net biodiversity gains or enhancement nearby.

Built Heritage Environment, uniquely strong in Hexham, visually the Hexham story.

HNP3 p21 **Design in the Conservation Area**. Makes existing national CA regulations Hexham-specific. Local character to be sustained or enhanced, with attention to character and setting (neighbours): i.e. views into and out of Hexham, with historic and unique roofscapes, and 3 key historic buildings, lay-out of streets and narrow chares.

HNP4 p25 **Non-designated Heritage Assets**: special protection for specific buildings that have value to local community (list at Annex A). Can be added to.

HNP5 p26 **Shopfront Design**, must respect 2018 NCC Hex Shopfront design guide.

HNP6 p28 **Market Place**: conserve or enhance character, respect highway safety, pedestrians, especially old or with disability, and cyclists.

HNP7 p29 **Designated/Listed Assets**: names buildings, parks, gardens and monuments for clarity.

New Housing, including to redress the imbalance in available housing and respond more strongly to local people's needs.

HNP8 p31 **Site Allocations**: lists 10 sites with sizes and special considerations.

HNP9 p40 **New Housing Developments**: these must demonstrate how they have considered: trees, wildlife corridors, heritage assets; vehicular and non-vehicular movement and safety; high quality design (see HNP2 and Building for Life 2015); the locally needed mix of housing: more 2- and 3-bedroom houses and bungalows.

HNP10 p41 **Affordable Housing**: market schemes of 10+ houses must include 10%, 15% and majority of town 25% affordable homes, to rent or buy, according to NCC/HNP Viability Zones (see map). Some data from Housing Needs Assessment Report provided. Emphasises 1-, 2- and 3-bedrooms.

HNP11 p41 Older People's housing: including sheltered, supported and bungalows, well served by public transport.

HNP12 p42 **Rural Exception Sites**: follows national policy for new dwellings on greenbelt – must be small sites of affordable homes to benefit local people.

Natural Environment and Wellbeing

HNP13-17 pp44-49 **Green Spaces**: lists the protected green spaces the public value, and covers also protection for Tyne Green, wildlife corridors, allotments (+increased provision), and hedgerows/trees/verges (any new build could impact negatively on these, and replacement can be required).

HNP18 p50 **Dark Skies** – link to policy of Northumberland National Park and ‘astro-tourism’.

HNP19 p51 **Community Facilities**: no loss of these, as listed, unless defunct.

HNP20 p52 **Community Renewable Schemes**: support for these, with caveats.

HNP21 p53 support for **Improvements to Walking and Cycling** expected in all applications where it is relevant, and impact of new development on access and safety to be explicitly avoided.

Local Economy

HNP22 p56 **Primary Shopping Area**: aims to maintain the vitality and viability of this crucial area, and explanatory text offers tests to ensure any change of use will contribute positively; conversion to residential above ground floors is supported.

HNP23 p57 **Hotel and Tourism Accommodation** is supported to develop what Hexham offers and to encourage longer stays; Hexham’s proximity to key areas (Hadrian’s Wall, Dark Skies, North Pennines AONB) can lead to visitor hub status.

HNP24 p58 **New Business Units** for small scale businesses and live-work units. Earlier developments have been very successful.

HNP25 p59 New **Car Parking Facilities**: much needed, but new proposals must meet design criteria HNP2+3, with cycle storage included; if multi-storey, impact to be carefully considered, on setting, views and roofscape.

Section 9 Monitoring and Review

Para 9.1.8 provides a framework for monitoring, registering and reporting achievements within the Plan’s policies.

A review of the Plan, also a formal opportunity to make small updates and modifications (e.g. post-pandemic) was planned for 2020 (from 2018). This will presumably now be scheduled for 2022.

NB Also available and useful are NCC/HNP viability zones map and HNP town centre policies map.