



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Friday 9 October 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 24 September 2020, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see enclosed).
6. To consider installing an EV charging point at the Cemetery.
7. To consider the 2021/22 Committee budget (see enclosed).
8. To consider correspondence received (if any).
9. To agree a date and time for the next meeting.
10. 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.*)

A handwritten signature in blue ink, appearing to read 'Jane Kevan'.

Jane Kevan
Town Clerk
5 October 2020

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
Hagenda 1020 PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 24 SEPTEMBER 2020

1450.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, S Ball, D Bell and T Dodds.
1451.	APOLOGIES FOR ABSENCE were received from Councillors Ord and Hare.
1452.	MINUTES of the Committee meeting held 9 September 2020, having been circulated, were AGREED.
1453.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. LOCAL PLAN/HMS SITE (minute 1444 and action log refers). A report prepared by Councillor Gillanders was AGREED to be put as a proposal to the County Council. b. CLIMATE ACTION GROUP (minute 1445 and action log refers). It was noted Hexham has this and AGREED to make contact. c. HYDRO-ELECTRICITY SCHEME (minute 1445 and action log refers). It was noted that the contract for the feasibility study has been agreed. d. ACTION CARD/BULK PURCHASES OF ENERGY INSULATION/LIFT-SHARING SCHEME (minute 1445 and action log refers). It was noted that Hexham Community Partnership is considering how it can help. e. HEAT PUMPS/SOLAR PV (minute 1445 and action log refers). It was noted that the Conservation Officer advises these are unlikely to be supported on or near listed buildings but could be acceptable in the Cemetery grounds if screened. f. CYCLE TO WORK SCHEME (minute 1445 and action log refers). It was noted that a response from NCC will be pursued. g. TERRACYCLE (minute 1445 and action log refers). It was noted that many items may be recycled and the Clerk will do further research.
1454.	DECLARATIONS OF INTEREST: There were no declarations of interest.
1455.	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 20/02576/LBC (Oxfam, 8 Battle Hill) and 20/02790/FUL and 20/02791/LBC (14 Hallstile Bank) to request the Conservation Officer's comments before the Council may submit any objection or comment.
1456.	RURAL MARKET TOWN GROUP SURVEY: It was noted that, following a recent survey, the Group is asking Town and Parish Councils to confirm a list of policy "asks" proposed for Government. It was AGREED to consider responses.
1457.	WANLESS LANE DEVELOPMENT: It was AGREED to welcome this development.

1458.	STICKERS ON LAMPPOSTS: It was AGREED to ask NCC for these stickers to be removed and for the lampposts to be cleaned.
1459.	GRAFFITI ON RAILWAY BRIDGE: It was AGREED to contact Network Rail regarding graffiti on the western steel parapet.
1460.	FLAT 9 MARKET STREET: It was noted that planning application 19/04832/LBC has been withdrawn at the applicant's request.
1461.	ELECTRIC VEHICLE CHARGING: It was AGREED to circulate information on Government offers to the Committee.
1462.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Friday 9 October 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
Pursue Friends of the Earth recommendations (minute 1445) as follows: <ul style="list-style-type: none"> • Write to NCC to encourage change to bus service regulations so can cross-fund loss making rural routes. • 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. 	Clerk
Submit the HMS site proposal to NCC (minute 1453a)	Clerk
Contact Hexham Action Group (minute 1453b)	Clerk
Recontact NCC regarding the Cycle to Work scheme (minute 1453f)	Clerk
Further research TerraCycle (minute 1453g)	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 9 OCTOBER 2020

Reference		Applicant
20/02920/FUL	Create 4 th bedroom with en suite by hip to gable loft conversion with new flight of stairs to loft; rear aspect full width dormer with Velux window or windows to street aspect following existing roof plane; retiling and dormer cladding to match existing slate roof at 5 Dilston Avenue, Hexham	Mr Nicholas Winney
20/02982/LBC	Conversion and extension of existing loose box and carport to additional residential accommodation to High Shield Cottage, Dipton Mill Road, Hexham	Mr F Denton

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.

HEXHAM TOWN COUNCIL
PLANNING & INFRASTRUCTURE COMMITTEE BUDGET

The Committee has to consider and agree the Committee budget for the year 1 April 2021 to 31 March 2022. This budget will be amalgamated with other Committee budgets so that the Finance & General Purposes Committee can consider this (combined) Council budget in order to present a recommended budget to the Council.

Council will agree a 2021/22 budget and its required precept on 11 January 2021.

The sum in the “2021/22 Draft Budget” column below is an initial suggestion for the Committee to consider.

PLANNING & INFRASTRUCTURE COMMITTEE	2020/21 Agreed Budget	2020/21 Spent at 30/9/2020	2020/21 Estimated at 31/3/2021	2021/22 Draft Budget	Ref.
Personal protective equipment	1500	78	800	1500	7300
Machines/equipment – fuel/road tax/insurance	6500	3304	6500	7000	7310
Machines/equipment – renew/replace	5000 (+ 14000 carried forward)	4120	18000	5000	7315
Machines/equipment – repair/maintain	5500	2650	5500	5500	7320
Non-specific expenses	2000	283	1000	2000	7330
Stock – caskets and other	7500	1786	7000	7500	7340
Headstone raft foundations	6000	0	0	6000	7350
Debt charges (PWL B)	9905	4952	9905	9905	7360
Heat/light	5000	1353	5000	5000	7370
Premises – repair/maintain	12000	3765	10000	12000	7380
Premises reserve	2000	0	0	2000	5092
Water rate/business rate	2000	0	0	2000	7390
Trees maintenance	3000	0	2000	3000	7410
Insurances (not motor)	5900	6088	6088	6200	7420
Floodlights – repair/maintain	3000	1058	3000	3000	7450
Town clock – repair/maintain	900	0	900	900	7460
Dene Park Allotments – maintain	700	469	700	800	7000

QB Allotments – maintain	4000	1500	3500	4000	7020
Wydon Park Allotments – maintain	150	0	100	150	7030
Seats x 57 – repair/maintain/replace	3000	56	2000	3000	7130
Litter bins x 85 – renew/replace	3500	22	3000	3500	7100
Bus shelters x 12 – repair/maintain	2000	0	0	2000	7150
VMS units x 4 – repair/maintain	2000	0	0	2000	7160
Street signs x 4 – repair/maintain	3000 (+ 6000 carried forward)	0	5000	2000	7170
Play areas x 8 – repair/maintain	2000	2678	3000	3000	7190
Play areas x 8 – ROSPA inspection	750	688	688	750	7200
Play areas x 8 – vandalism	800	470	800	800	7210
Play areas – reserve	2000	0	0	2000	5094
Winter Maintenance	2000	0	1000	2000	7211
Sustainability	3000	0	3000	3000	7215