



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Friday 30 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 9 October 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.)*

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

Jane Kevan
Town Clerk
26 October 2020

Hexham Town Council
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St Andrew's Cemetery
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Hexham
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Hagenda 1020 No2 PlanningInfrastructureCommittee

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

1463.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, J Ord, C Hanley, D Bell, J V R Hare and T Dodds.
1464.	No APOLOGIES FOR ABSENCE were received.
1465.	MINUTES of the Committee meeting held 24 September 2020, having been circulated, were AGREED.
1466.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. TRACTOR (minute 1439a and action log refers). It was AGREED to also request lease hire details for a John Deere Compact Utility Tractor 3046R if no capital was paid. b. BUS SERVICE REGULATIONS (minute 1445 and action log refers). It was noted NCC has been requested to encourage change to the regulations to cross-fund loss-making rural routes. c. BRUSH WEEDING MACHINE (minute 1445 and action log refers). It was noted that the Operations Manager considers this machine good for moss but hard work on other weeds, and that the brushes would need to be replaced frequently. d. BACK LANE GARDENS COMPETITION (minute 1445 and action log refers). It was noted this has been suggested to Hexham in Bloom. e. A69 BRIDGE END WORK (minute 1445 and action log refers). It was noted that a letter has been sent to Highways England requesting a wildflower meadow and that trees are replaced. f. LOCAL PLAN/HMS SITE (minute 1453a and action log refers). It was noted that the agreed proposal has been submitted to NCC. g. CLIMATE ACTION GROUP (minute 1453b and action log refers). It was noted the Hexham group has been contacted. h. CYCLE TO WORK SCHEME (minute 1453f and action log refers). It was noted that advice has been received that the Town Council would have to set up a separate scheme. It was AGREED to check if any staff would be interested. i. TERRACYCLE (minute 1453g and action log refers). It was AGREED to refer this matter to the Community Engagement Committee. j. STICKERS ON LAMPPOSTS (minute 1458 refers): It was noted that NCC has been requested to remove these and clean the lampposts. k. GRAFFITI ON RAILWAY BRIDGE (minute 1459 refers): It was noted that Network Rail had been contacted regarding graffiti on the western steel parapet and it was dealt with yesterday.
1467.	DECLARATIONS OF INTEREST: There were no declarations of interest.
1468.	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.

1469.	EV CHARGING POINT: It was AGREED to defer further consideration of this until the Town Council owns or leases electric vehicles.					
1470.	2021/22 COMMITTEE BUDGET: The Committee AGREED the following draft Committee budget.					
	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 (PWLb)	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/	3000	56	2000	3000	7130

replace					
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
Totals	126605	35320	98481	107505	

1471.	QB ALLOTMENTS TREE REQUEST: A request to fell/crown/remove branches from a sycamore on the western boundary of the allotments was considered. It was AGREED not to pursue this as the tree is healthy and subject to a TPO.
1472.	ROTATOR AT SELE PLAY AREA: Following advice regarding signs of possible critical failure, it was AGREED to decommission the current arm of this equipment. It was further AGREED to look for an alternative piece of play equipment in 2021/22.
1473.	COCKSHAW BURN PATHS: It was noted these are becoming increasingly dangerous and it was AGREED to contact the County Council to request urgent maintenance. Concern regarding other nearby paths was also noted and that markings have been made at Cockshaw so AGREED that an enquiry will be made if work is planned.
1474.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Friday 30 October at 9.30am.

Action Log

Pursue more quotes re heating the Chapel and electrical supply and vehicle charging points (minute 1347a)	Clerk
Request further lease information (minute 1466a)	Clerk
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 (minute 1445).	All
Check staff interest in the Cycle to Work scheme (1466h)	Clerk
Refer TerraCycle to the CE Committee (minute 1466i)	Clerk
Advise the complainant regarding the tree (minute 1471)	Clerk
Decommission the rotator arm (minute 1472)	Operations Manager
Contact NCC regarding paths (minute 1473)	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 30 OCTOBER 2020

Reference		Applicant
20/02867/COU and 20/03439/LBC	To note the proposed description has been amended relating to the change of use from a guest house to a residential dwelling at Hallbank Guest House, Hallgate, Hexham <i>The Town Council did not object to the original application</i>	Mr W Hawkeswood
20/03048/FUL	Erection of freestanding restaurant with drive-thru facility, car parking, landscaping and associated works, including Customer Order Displays (COD), at proposed Small Retail Unit A, land north east of Tesco (Bunker Site), Alemouth Hexham Road, Hexham	Mr Peter Carruthers
20/03161/LBC	Change of use from Hairdresser (A1) to Dwelling (C3) at 6A Hencotes,	Mrs P Clynes
20/03175/FUL	Proposed residential development of four new dwellings with associated landscaping and parking at land north of Westburn, Causey Hill Road, Hexham	Mr D Charlton
20/03243/VARYCO	Variation of conditions 2 and 3 (materials), 5 (cycle parking) and 6 (construction method statement) pursuant to planning application 20/01131/FUL in order to change to detached dwelling at Glenfield, Leazes Lane. Hexham <i>The Town Council did not object to the original application for the demolition of the existing bungalow and erection of a 1.5 storey dwelling but supported the neighbour's request for the hedge to be maintained at its current height for privacy</i>	Mr and Mrs Bigg
20/03293/FUL	Demolition of existing garage and construction of new lightweight garage structure at Shawsteads, Leazes Lane, Hexham	Mr and Mrs Thompson
20/03323/ADE	Advertisement consent for 2 fascia signs, 1 projecting sign, 1 hoarding sign and 2 brass lanterns at the Tap and Spile, 1 Eastgate, Hexham	EI Group

20/03393/VARYCO	Variation of condition 2 (approved plans) pursuant to planning application 18/04440/FUL, to allow revised elevation plans to Unit 4, Breckon Hill Cottage, Access Road to Breckon Hill, Lowgate, Hexham <i>The Town Council did not object to the original application</i>	c/o Agent
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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.