



## HEXHAM TOWN COUNCIL

**I GIVE NOTICE** that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Tuesday 22 December 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 3 December 2020, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see enclosed).
6. To consider a request to replace the bin in Gilesgate Car Park and to add a bin outside the Abbey Lounge.
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.*)

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

Jane Kevan  
Town Clerk  
16 December 2020

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
West Road  
Hexham  
NE46 3RR  
01434 609575  
[clerk@hexhamtowncouncil.gov.uk](mailto:clerk@hexhamtowncouncil.gov.uk)  
Hagenda 1220 No2 PlanningInfrastructureCommittee

**HEXHAM TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND**  
**INFRASTRUCTURE COMMITTEE MEETING HELD ON 3 DECEMBER 2020**

1500.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, C Hanley, J Ord, J V R Hare, D Bell and L Panesh.
1501.	No APOLOGIES FOR ABSENCE were received.
1502.	MINUTES of the Committee meeting held 17 November 2020, having been circulated, were AGREED (adding apologies from Councillor Bell).
1503.	<p>MATTERS ARISING:</p> <ol style="list-style-type: none"> <li>a. BINS (minutes 1493 and 1496 and action log refers). It was noted that bins are now sited at the Southlands bus stop and skatepark.</li> <li>b. HEXHAM WELCOME SIGNS (minute 1494 and action log refers). An amended estimate was noted and ACCEPTED. It was noted that advice on any planning permission required has not to date been received.</li> <li>c. LEAF VACUUM AND COLLECTION SYSTEM (minute 1495 and action log refers). A quote of £9750.00 plus VAT and that there is no leasing option was noted. It was further noted that a second-hand equivalent with a two year guarantee for approximately £4000.00 elsewhere may be an option and it was AGREED to pursue this.</li> <li>d. ALLOTMENT PLOT (minute 1497 and action log refers). It was noted that there is now a tenancy agreement in place and the plot is being cultivated. It was also noted that not all the pigeon crees at Wydon Burn appear to be occupied and AGREED to check this.</li> <li>e. PUBLIC BENCHES (minute 1498 and action log refers). It was noted that the leaning bench at Tyne Green is listed to be replaced. It was further noted that photos regarding the Burn Bridge will be resent, as not previously received, to pursue this enquiry.</li> </ol>
1504.	DECLARATIONS OF INTEREST: Councillor Gillanders declared a non-pecuniary interest in application 20/03552/FELTPO (Gallows Bank House) and Councillor Hull declared a non-pecuniary interest in application 20/03175/FUL (Westburn), and took no part in considering the application.
1505.	<p>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 for:</p> <ul style="list-style-type: none"> <li>• 20/03576/FELTPO (16 Hackwood Park) – object as there is no good reason to overturn the TPO</li> <li>• 20/03577/LBC (Seasalt) – support but ask for compliance with the Shop Front Guide</li> <li>• 20/03552/FELTPO (Gallow Banks House) – recommend pruning rather than felling due to the TPO</li> <li>• 20/03175/FUL (Westburn) – object as in a conservation area in the green belt, compromises a listed building (Westburn House) and likely to cause highway safety issues at the nearby junction</li> </ul>

1506.	BIN REQUEST: A request for a replacement bin at Gilesgate Car Park was noted. It was AGREED to defer consideration until the next meeting.
1507.	TREE PRESERVATION ORDER: A copy of the confirmation order received from NCC in respect of land west of Red Lion Cottage, Corbridge Road was noted.
1508.	OXFAM, 8 AND 10 BATTLE HILL: It was noted that recent applications relating to signage had been withdrawn at the applicant's request.
1509.	14 HALLSTILE BANK: It was noted NCC has advised this Committee may submit any comments on application 20/02790/FUL after the Conservation Officer's comments have been submitted.
1510.	CARBON FOOTPRINT: It was noted that Newcastle University had contacted Councillor Ord to advise a student may be available for this research in the new year. It was AGREED to accept this offer.
1511.	BIRD AND BAT SURVEYS: It was noted that the Community Engagement Committee had considered recommendations from the Cemetery Green Flag Award desk assessment, mostly relating to community engagement but also recommending a bird survey. It was AGREED that bird and bat surveys should be carried out.
1512.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Tuesday 22 December at 9.30am.

### Action Log

Pursue more quotes re heating the Chapel (minute 1347a)	Clerk
Pursue if any planning permission is required for replacement signs (minute 1503b).	Clerk
Pursue second-hand option for the leaf sucker (minute 1503c)	Councillor Gillanders and Clerk
Check use of pigeon crees (minute 1503d)	Operations Manager
Provide photos and information to Sam Talbot at NCC (minute 1504d)	Councillor Panesh and Clerk
List Gilesgate car park bin on next agenda (minute 1506)	Clerk
Accept carbon footprint research offer (minute 1510)	Councillor Ord
Arrange bird and bat surveys (minute 1511)	Councillor Gillanders and 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 22 DECEMBER 2020**

Reference		Applicant
20/03092/FUL	Single storey side extension/conversion of existing garage structure as part of the extension at 1 St George's Road, Hexham	Dr Aidan Rose
20/03652/FUL	Proposed single storey rear extension and garage conversion with dormer window at Causey Nook, Highford Lane, Hexham	Mr Steve Crosby
20/03987/FUL	Side extension at Milestone House, Allendale Road, Hexham	Mr and Mrs C Atkins
20/03984/FUL	Resubmission: replacement dwelling at Fairfields, Lowgate, Hexham <i>The Town Council objected to a previous application (19/03898/FUL) as it would be an intrusion on the green belt. The application was refused on 23/12/19 and an appeal was dismissed on 22/7/20.</i>	Mr and Mrs Philip Huddleston

**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.