



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Thursday 4 February 2021 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 14 January 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see enclosed).
6. To consider a funding request received relating to the sustainability budget (details circulated to Councillors on 8 January).
7. To consider a report relating to Hexham Space for Nature (circulated to Committee members on 23 December).
8. To consider a replacement play item for the Sele play area (information circulated to Committee members on 29 January).
9. To consider signage at Tyne Green (see enclosed).
10. To consider the Private Sector Housing Strategy for Northumberland 2021-23 consultation (circulated to all Councillors on 18 January).
11. To consider draft advice to allotment tenants (circulated to Committee members on 25 January).
12. To consider the draft Sustainability Action Plan annual review of progress (circulated to Committee members on 29 January).
13. To consider correspondence received (if any).
14. To agree a date and time for the next meeting.
15. 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
29 January 2021

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 14 JANUARY 2021

1525.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, S Ball, C Hanley, J Ord, J V R Hare, D Bell and T Dodds.
1526.	No APOLOGIES FOR ABSENCE were received.
1527.	MINUTES of the Committee meeting held 22 December 2020, having been circulated, were AGREED though it was noted that a new rather than replacement plaque is at the bandstand.
1528.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. HEXHAM WELCOME SIGNS (minute 1516a and action log refers). It was noted that planning permission is not required but that NCC Highways must approve sightlines are not affected. It was further noted that the majority of the Committee approve the proposed design. b. ALLOTMENT PLOT (minute 1516c and action log refers). Pending Northumberland Water work was noted. Action relating to the pigeon crees at Wydon Burn was AGREED as detailed in confidential note 1528. c. BIN OUTSIDE ABBEY LOUNGE (minute 1519 and action log refers). It was AGREED that Councillor Ball will meet the Operations Manager on site to discuss this. d. MEMORIAL RULES (minute 1522 and action log refers). It was AGREED to add a height restriction of 3' 6" (1067mm). e. BANDSTAND (minute 1523 and action log refers). It was noted that the Courant was being contacted later today.
1529.	There were no DECLARATIONS OF INTEREST.
1530.	PLANNING APPLICATIONS: It was AGREED to object to 20/04088/FUL (Clontibret, Allendale Road) as it is in the green belt. Applications 20/04221/LBC (Middlemarch, Battle Hill) and 20/02847/ADA (Post Office, 12 Battle Hill) were also considered and it was AGREED there are no objections to the first but to object to the Post Office signage as it does not conform with the Hexham Shopfront Design Guide.
1531.	FUNDING REQUESTS: A request from Hexham Space for Nature (HS4N) was considered. It was AGREED to invite a representative to the next Committee meeting. It was also AGREED to put consideration of notes from a recent meeting with HS4N on the next Committee agenda.
1532.	RURAL MARKET TOWN GROUP: A request to complete a survey on rural transport was noted. It was AGREED not to respond.
1533.	PLAY EQUIPMENT: It was AGREED to contact companies for suggestions and quotes for something suitable to replace the disarmed equipment on the

	plinth at the Sele play area.
1534.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Thursday 4 February 2021 at 9.30am.

Action Log

Pursue more quotes re heating the Chapel (minute 1347a)	Clerk
Advise Highways of replacement signs dimensions and locations once agreed (minute 1528a).	Clerk
Pursue allotment advice as noted in confidential note 1528	Clerk
Have site meeting re bin at Market Place (minute 1528c)	Councillor Ball and Operations Manager
Add height restriction to the memorial rules (minute 1528d)	Clerk
Invite HS4N representative to the next meeting and list consideration of notes from a recent meeting on the agenda (minute 1531)	Clerk
Contact play equipment companies (minute 1533)	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 4 FEBRUARY 2021

Reference		Applicant
20/04363/FUL	Enlargement of rear extension; internal and external alterations; construction of rear porch at 12 Elvaston Road, Hexham	Mr and Mrs Maitra
20/03652/FUL	Proposed single storey rear extension and proposed garage conversion with dormer window at Causey Nook, Highford Lane, Hexham <i>The Council objected to this application on 22/12/20 on the grounds of loss of privacy to a neighbouring property. On 14/1/21 a comment was submitted that this remained unchanged. Amended plans have now been submitted.</i>	Mr Steve Crosby
20/04413/FUL	Ground floor living room extension to the principal south elevation at Overdale, Shaws Lane, Hexham	Mr and Mrs Welsh

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 also covers 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.

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Planning & Infrastructure Committee

SIGNAGE AT TYNE GREEN

As part of the Town Council's review of signage in Hexham, map panels have been replaced and new Welcome signs have been commissioned. Recently, the Hexham Parkrun organisers have requested the Council to arrange an information sign at Tyne Green to advertise their activities.

The County Council's Green Spaces Officer has advised she would be happy to work with the Town Council on a new sign and that NCC would also contribute to the cost.

The Committee is asked to consider a sign that would include a map and/or information on:

- The play area
- The outdoor gym equipment
- The Parkrun
- The toilets
- The café
- The Boat and Canoe Clubs, etc.