



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Friday 12 March 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 22 February 2021, 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
8 March 2021

Hexham Town Council, Council Office
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Hagenda 0321 PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 22 FEBRUARY 2021

1550.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, S Ball, J Ord, J V R Hare, D Bell and L Panesh.
1551.	No APOLOGIES FOR ABSENCE were received.
1552.	MINUTES of the Committee meeting held 4 February 2021, having been circulated, were AGREED.
1553.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. WELCOME TO HEXHAM SIGNS (minute 1528a and action log refers). It was noted that the signs have been made and should be on site later this week. b. CHAPEL HEATING (minute 1538a and action log refers). It was noted that advice on ground and air source heating has been obtained and it was AGREED to request a visit from Westalls for further advice and a quote. It was also AGREED to check if solar panels on the workshop could heat the Chapel. c. ALLOTMENTS (minute and confidential note 1538b and action log refers). It was noted that an online meeting with a Solicitor will be held on 24 February. d. MARKET PLACE BIN (minute 1538c and action log refers). It was noted that a new bin outside the Betfred premises will be sited once new bins have been received. e. FUNDING (minute 1541 and action log refers). It was noted that this has been paid. f. PLAY EQUIPMENT (minute 1543 and action log refers). It was noted this has been ordered. g. TYNE GREEN SIGN (minute 1544 and action log refers). It was noted that this is to be discussed. h. FISH PASS INFORMATION BOARD (minute 1544 and action log refers). It was noted that the Tyne Rivers Trust has been contacted and will submit information for the board. i. PRIVATE SECTOR HOUSING STRATEGY CONSULTATION (minute 1545 and action log refers). It was noted that a response had been submitted. j. ALLOTMENT GUIDANCE (minute 1546 and action log refers). Advice provided by some other Councils was noted and it was AGREED to combine the best of this. It was also AGREED that the Council will award a prize, including a voucher from Down to Earth, for the best allotment and to publicise this summer that judging will take place in September. k. SUSTAINABILITY ACTION PLAN (minute 1547 and action log refers). It was noted that the update is on the agenda for the Full Council meeting in March.
1554.	There were no DECLARATIONS OF INTEREST.

1555.	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 21/00254/FUL (9 Monks Meadows) on the grounds of loss of privacy to a neighbouring property; 21/00256/FUL (Hillfield, Allendale Road) as it would be a permanent dwelling in the green belt; and 21/00296/ADE (First Floor, 5 Cattle Market) as it does not comply with the Hexham Shopfront Design Guide. It was also AGREED to defer consideration of 20/03704/COU & 20/03705/LBC (The Flat, 25-26 Market Place) as the application and plans cannot be seen on the Planning Portal. Applications 21/00440/FUL & 21/00445/LBC (6 Hencotes) were also considered and it was AGREED there were no objections.
1556.	HEXHAM COMMUNITY-LED HOUSING COMPANY: A briefing note was considered. It was AGREED that the Committee supports the work of the Company and that a presentation to the Full Council in June (following purdah) is recommended.
1557.	LEAF VACUUM: Options were noted. It was AGREED to discuss these with the Operations Manager.
1558.	CORRESPONDENCE: a) MOTORHOMES: It was noted that all Councillors had received information on the Campaign for Real Aires UK (CAMPRA) and that this had been referred to NCC's Strategic Tourism Project Manager. b) CAUSEY HILL AND LOWGATE CARAVAN PARKS: It was noted that some residents are living at the parks permanently, contrary to conditions attached to the planning permission. It was AGREED to contact NCC about this, post Lockdown. c) WORKSHOP METER: It was noted that there is an electricity meter that appears to still be connected. Both Northern Powergrid and the previous supplier have been contacted but do not wish to pursue this matter.
1559.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Friday 12 March 2021 at 9.30am.

Action Log

Advise Highways of replacement signs dimensions and locations once on site (minute 1553a).	Clerk
Contact Westalls re heating the Chapel and office (minute 1553b)	Clerk
Place new bin at Market Place (minute 1553d)	Operations Manager
Arrange a draft design for a new sign at Tyne Green (minute 1553g)	Councillor Gillanders
Combine allotment guidance and publicise award (minute 1553j)	Councillor Gillanders/ Clerk/Admin Officer
Invite HCLH Company to June Council meeting (minute 1556)	Clerk

Discuss leaf vacuum options (minute 1557)	Councillor Gillanders/ Operations Manager
Contact NCC about caravan parks (minute 1558b)	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 12 MARCH 2021

Reference		Applicant
21/00092/FUL	Retrospective: change of use from disused sub-station to be used as rear garden extension and construction of garden shed at 7 Hillside Road, Hexham	Mr Anthony Mitcheson
21/00430/FUL	Erection of storage unit to store art works (use class B8), entrance gateway and boundary wall at Unit 21, Haugh Lane Industrial Estate, Hexham	Hexham Studio
21/00496/FUL	Construction of a bungalow at land east of Dukewilley, Lowgate, Hexham	Ms J Cowen
21/00433/FUL	Relocation of front door, construction of porch, replace flat roof with mono-pitched roof at 20 Tynedale Terrace, Hexham	Ms Sarah Marshall
21/00296/ADE	<p>Illumination of one internally illuminated fascia sign and one internally illuminated hanging sign at First Floor, 5 Cattle Market, Hexham</p> <p><i>This was objected to at the last meeting as the application did not comply with the Hexham Shopfront Design Guide. The proposal has since been amended.</i></p>	Virgin Money
21/00522/ADE	Advertisement consent for replacement signs with lights to illuminate signage at The Globe Inn, 7 Battle Hill, Hexham	Star Bars
20/03704/COU	Retrospective: change of use from commercial to residential accommodation on the top two floors at The Flat, 25-26 Market Place, Hexham	Mrs Susan Crozier

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.