



HEXHAM TOWN COUNCIL

I GIVE NOTICE that a meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Tuesday 29 June 2021 at 6.00pm 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 1 June 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To consider the Cemetery wildflower verge.
6. To consider the feasibility of facilitating a community led project to build affordable housing at the old Bus Station site and old Police Station Houses.
7. To consider historical information signage in Hexham, with a presentation from Ben Haslam and Steve Pardue.
8. To nominate a Council representative for the Rural Market Town Group.
9. To consider the Northumberland Local Plan Consultation (circulated to all Councillors on 14 June).
10. To consider updates to the Sustainability Action Plan (if any).
11. To consider correspondence received (if any).
12. To comment on Planning Applications received (see enclosed).
13. To agree a date and time for the next meeting.
14. 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
23 June 2021

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR

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Agenda 0621 No2PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 1 JUNE 2021

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| 1590. | PRESENT: Councillors A Baty, D Bell, M Domingue, D Kennedy and J Ord. |
| 1591. | COMMITTEE CHAIRMAN: It was AGREED that Councillor J Ord be Chairman. |
| 1592. | COMMITTEE MEMBERS: It was noted that these are Councillors A Baty, D Bell, M Domingue, F Hartland, D Kennedy, G O'Farrell and J Ord. |
| 1593. | APOLOGIES FOR ABSENCE were received from Councillors Hartland and O'Farrell. |
| 1594. | MINUTES of the Committee meeting held 4 May 2021, having been circulated, were AGREED. |
| 1595. | <p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. TYNE GREEN SIGN (minute 1583b and action log refers). It was noted that progress on this is pending confirmation of NCC's related budget. b. FISH PASS INFORMATION BOARD (minute 1583c and action log refers). It was noted that the Tyne Rivers Trust submission of information for the board was forwarded to Committee members. It was AGREED to source quotes for the sign, including Differentia Ltd, and to work with the Tyne Rivers Trust to create a design to circulate to Committee members for approval. c. LEAF VACUUM OPTIONS (minute 1583d and action log refers). It was noted that Councillor Ord will meet with the Operations Manager to discuss this. d. ALLOTMENT GUIDANCE (minute 1583e and action log refers). It was AGREED to circulate the draft allotment guidance to Committee members for thoughts. e. CARAVAN PARKS (minute 1583f and action log refers). It was noted it was agreed to pursue this post-lockdown so remains pending. f. RAILWAY STATION (minute 1583g and action log refers). It was noted that the site has been tidied and that NCC has advised the Old Water Tower is to be cleaned and that works to check the poor condition of the Old Goods Shed will be undertaken. It was AGREED to invite the owners of the Old Goods Shed to the next P&I Committee meeting to discuss issues around its condition. g. CEMETERY LODGE (minute 1583i and action log refers). It was noted this is pending. h. SOLAR PANELS (minute 1583k and action log refers). It was AGREED for the information found to be forwarded to the new Committee members. i. DUKES WOOD (minute 1583l and action log refers). It was noted that the litter has been cleared since Councillor Ord last visited and the issue is resolved. |

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| | <p>j. BRIARBANK, 4 WINDMILL HILL (minute 1585 refers). It was noted that no objections had been received and the Clerk submitted a response based on this.</p> <p>k. BIN AT BISHOPTON WAY (minute 1586 and action log refers). It was noted that Councillor Baty will meet the Operations Manager on site regarding this.</p> <p>l. CARBON FOOTPRINT ASSESSMENT (minute 1587 and action log refers). It was noted that NCC's Service Director on Climate Change, Business Intelligence and Corporate Performance hopes to run a summer intern programme and this may be the ideal project. It was AGREED to ask the Service Director whether Northumberland will be sectioned in its upcoming climate change report so there will be an individual report on Hexham in their upcoming climate change report. It was AGREED that the new Council will recommit to the climate change emergency at the next Full Council meeting and all Councillors will sign a declaration.</p> <p>m. ROYAL BRITISH LEGION CENTENARY (minute 1588f and action log refers). It was noted that this is listed on the next Community Engagement Committee agenda.</p> |
| 1596. | DECLARATIONS OF INTEREST: Councillor Kennedy, as a Member of the NCC Tynedale Local Area Committee (Planning), declared a non-pecuniary interest in all planning applications and took no part in consideration of any of the applications. |
| 1597. | <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"> • 21/01422/ADE (Travelodge, Alemouth Road) – not object but ask for consideration in turning off the lighting at midnight to help maintain dark skies. • 21/01446/VARYCO (Units 1-4 Breckon Hill, Lowgate) – object as support the objection submitted by the resident of Ivy Cottage. • 21/01479/LBC (12 Glovers Place) – not object but ask for the outside development to be delayed to support the surrounding wildlife. • 21/01535/FUL (3 Armstrong Close) – not object but ask for consideration in installing a hedgehog hole. <p>Application 21/01735/FELTPO (West of Red Lion Cottage, Corbridge Road) was also considered. It was AGREED there were no objections, however it was noted to ask that the proposed work be undertaken according to the Tree Officer's advice, regarding the season and timing.</p> |
| 1598. | RETAIL PARK DEVELOPMENT: It was AGREED to ask Union Property Services Ltd for a delay on the Council's decision on a preferred name until the end of Friday 4 June and for Committee members to send suggestions to the Clerk by noon on Friday 4 June. |
| 1599. | WYDON PARK PLAY AREA: It was AGREED to accept an asset transfer of this play area, subject to agreement on what additional land may be available |

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| | and to seek local residents' views. It was AGREED to contact Karbon Homes to find out how much land is available. |
| 1600. | HISTORICAL INFORMATION SIGNAGE: It was AGREED to invite Steve Pardue and Ben Haslam to the next P&I Committee meeting to discuss this project. |
| 1601. | SUSTAINABILITY ACTION PLAN: It was AGREED to circulate the Sustainability Action Plan and related guidance to Committee Members. |
| 1602. | <p>CORRESPONDENCE:</p> <ul style="list-style-type: none"> a) SELE PLAY AREA QUOTE: It was AGREED to take this into consideration when preparing the budget in Autumn. b) HYDRO NEIGHBOURHOOD GROUP: It was noted that Councillor Kennedy has been in discussion with NCC regarding this and is meeting on-site with an NCC Officer next week. c) BIN REQUESTS: It was AGREED to provide bins at Wydon Reservoir, St Mary's Chare and Burswell Avenue/Osbourne Avenue Junction. It was noted that a bin in the Sele needs replacing and AGREED that the Clerk contact NCC regarding this. d) LOCAL AUTHORITY TREESCAPE FUND: It was noted that Councillor Baty is liaising with the Woodland Trust regarding funding for trees and it was AGREED to invite Hexham Space for Nature to a P&I Committee meeting once the fund is in place. e) HENCOTES PEDESTRIAN CROSSING: It was AGREED to check the consultation letter sent to residents and report back to the Committee. f) HEXHAM CYCLE PARKING: It was AGREED to ask NCC whether any stands could be placed at the Cemetery. |
| 1603. | NEXT MEETING: It was AGREED that the date of the next Committee meeting will be Tuesday 29 June 2021 at 6.00pm. |

Action Log

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| Recontact the Tyne Rivers Trust and Differentia Ltd re the Fish Pass Information Board and source additional quotes (minute 1595b) | Clerk |
| Arrange meeting to discuss leaf vacuum options (minute 1595c) | Operations Manager/Councillor Ord/Admin Officer |
| Circulate draft allotment guidance to all Committee members (minute 1595d) | Councillor Ord/Admin Officer |
| Post-lockdown, contact NCC about caravan parks (minute 1595e) | Clerk |
| Invite the owners of the Old Goods Shed to the next P&I Committee meeting (minute 1595f) | Clerk |
| Source quotes relating to the Cemetery Lodge (minute 1595g) | Operations Manager/Admin Officer |
| Distribute info on planning permission required for solar panels in the Cemetery to all Committee members (minute 1595h) | Admin Officer |
| Check/site bin at Bishopton Way (minute 1595k) | Operations Manager/Councillor Baty |
| Contact NCC's Service Director on Climate Change, Business Intelligence and Corporate Performance re Climate Change report (minute 1595l) | Clerk |
| Contact Union Property Services Ltd re extension on deadline and consider Retail Park names (minute 1598) | Clerk/All |
| Contact Karbon Homes re Wydon Park | Clerk |
| Invite Steve Pardue and Ben Haslam to the next P&I Committee meeting to discuss historical information signage (minute 1600) | Clerk |
| Circulate Sustainability Action Plan and related guidance (minute 1601) | Councillor Ord |
| Contact NCC regarding bin replacement in the Sele (minute 1602c) | Clerk/Councillor Baty |
| Place new bins at Wydon Reservoir, the Archway, Old Church, St Mary's Chare and Burswell Avenue/Osbourne Avenue Junction (minute 1602c) | Operations Manager |
| Invite Hexham Space for Nature to a future P&I Committee meeting (minute 1602d) | Clerk/Councillor Baty |
| Check consultation letter re Hencotes pedestrian crossing proposals (minute 1620e) | Clerk |
| Contact NCC re cycle parking in Hexham (minute 1602f) | 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 29 JUNE 2021

| Reference | | Applicant |
|------------------|--|------------------------|
| 21/01828/FUL | Proposed side and rear extensions (resubmission) at Wilkinson Place, Hexham | Mr & Mrs Lovett |
| 21/01814/PRUTPO | Tree Preservation Order: Oak (T1) – Reduce height by up to 4 meters at 8 Intake Way, Hexham | Mr John Rook |
| 21/01872/FUL | Removal of non original leaning chimney and rotten timber roof turret at Blinkers Flat, Hallgate, Hexham | Mr Reed |
| 21/01764/FUL | Proposed demolition of the existing single storey rear extension and proposed construction of a two storey and single storey rear extension at 5 Eilansgate Terrace, Hexham | Mr G Emerson |
| 21/01866/ADE | Advertisement consent for 3no. large billboards, 2no. small billboards, 2no. canopy signs, 1no. freestanding double sided parking sign, 1no. freestanding poster display unit and 1no. monolithic totem sign at Land North East Of Tesco (Bunker Site) Alemouth Road Hexham | Mr Peter Carruthers |
| 21/01976/COU | Change use class of first floor accommodation from flat to A2. Replace existing uPVC windows with traditional timber, insertion of 2 no skylights and 2 no new windows to rear. Replace single door and window to rear elevation with larger door and window at 24 Battle Hill, Hexham | Mr Ben Elliott |
| 21/01984/FUL | Construction of single storey side and rear extension and proposed raised deck at 5 Monks Meadows, Hexham. | Mrs Leonore Frear |
| 21/02107/FUL | First floor side extension with associated works at 9 Milburn Close, Hexham. | Mr Nigel Porter |
| 21/02093/FUL | Increase height of garage roof to create loft space to be used ancillary to main house. Access via new spiral stairs on north elevation at Garden House, Causey Way, Hexham | Dr & Mrs B Harte |
| 21/02251/FUL | Retrospective: Construction of small shelter and the provision of an area of decking and steps at 1 st Hexham Scout | 1st Hexham Scout Group |

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| | Group, Lookwide Centre, Maiden's Walk, Hexham | |
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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 2021

Following the referendum on 6 May 2021, the Hexham Neighbourhood Plan will now be formally “made” by NCC and become part of the statutory development plan for Northumberland. The Plan’s provisions are, as the Independent Examiner 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.