



HEXHAM TOWN COUNCIL

I GIVE NOTICE that a meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Tuesday 20 July 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 29 June 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To receive a presentation from Duncan Wise, Visitor Development and Marketing Manager at Northumberland National Park Authority on Dark Skies.
6. To nominate a Council representative for the Rural Market Town Group.
7. To consider the issue of Mares Tail at Quatre Bras allotments.
8. To consider the use of glyphosate in Hexham.
9. To consider funding opportunities from the North of Tyne Mayor, including the Zero Carbon/Zero Poverty fund.
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
14 July 2021

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

01434 609575

clerk@hexhamtowncouncil.gov.uk

Hagenda 0721 No1PlanningInfrastructureCommittee

HEXHAM TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND
INFRASTRUCTURE COMMITTEE MEETING HELD ON 29 JUNE 2021

1604.	PRESENT: Councillors A Baty, D Bell, M Domingue, F Hartland, D Kennedy, G O'Farrell, J Ord and Councillor Smith.
1605.	There were no APOLOGIES FOR ABSENCE.
1606.	MINUTES of the Committee meeting held 1 June 2021, having been circulated, were AGREED.
1607.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. THE QUEEN'S GREEN CANOPY (minute 1602d). It was noted that Councillor Baty and Councillor Ord are working with the Woodland Trust, Hexham Space for Nature and the Tyne Rivers Trust to create a plan for planting trees in Hexham in order to apply to the initiative for free trees. b. HENCOTES PEDESTRIAN CROSSING (minute 1602e and action log refers). It was noted that a NCC Officer advised that all residents had received a letter regarding the crossing proposals and that Councillor Cessford is in contact with Councillor Grennan regarding residents' concerns. c. FISH PASS INFORMATION BOARD (minute 1595b and action log refers). It was noted that Steve Pardue at Differentia Ltd is working on this so remains pending. d. LEAF VACUUM OPTIONS (minute 1595c and action log refers). It was noted that Councillor Ord met with the Operations Manager to discuss this and that an appropriate blower has been sourced which may be considered when agreeing the next budget. e. ALLOTMENT GUIDANCE (minute 1595d and action log refers). It was noted that the draft allotment guidance was circulated to Committee members and Councillor Baty has offered to revise this. It was AGREED to include a statement regarding considerate parking at the Millfield/Eilansgate Junction at Quatre Bras allotments. f. CARAVAN PARKS (minute 1595e and action log refers). It was noted it was agreed to pursue this post-lockdown so remains pending. g. RAILWAY STATION (minute 1595f and action log refers). It was noted that the owners of the Old Goods Shed (Arch Company) were unable to attend tonight's meeting and the Clerk is waiting for a response regarding their future availability. h. CEMETERY LODGE (minute 1595g and action log refers). It was noted this is pending. i. SOLAR PANELS (minute 1595h and action log refers). It was noted that the Clerk and Admin Officer met with NCC's Conservation Officer at the Cemetery to discuss this and are waiting for further information. It was AGREED to circulate this to all Committee members when received.

	<ul style="list-style-type: none"> j. BIN AT BISHOPTON WAY (minute 1595k and action log refers). It was noted that this is pending and Councillor Baty will contact the Operations Manager to arrange an on site meeting. k. CARBON FOOTPRINT ASSESSMENT (minute 1595l and action log refers). It was noted that NCC's Service Director on Climate Change, Business Intelligence and Corporate Performance had advised that an individual report on Hexham will be included in their upcoming climate change report. l. RETAIL PARK DEVELOPMENT (minute 1598 and action log refers). It was noted that Union Property Services have requested NCC call the development Hexham Gate Retail Park. m. WYDON PARK PLAY AREA (minute 1599 and action log refers). It was AGREED to decline the offer of an asset transfer of this play area, but to encourage Karbon Homes to consult residents and local groups to look at how the land around the play area is managed. It was AGREED that Councillor O'Farrell would contact Priestlands Residents Group to discuss this. n. HISTORICAL INFORMATION SIGNAGE (minute 1600 and action log refers). It was noted that Steve Pardue and Ben Haslam had been invited to discuss this project at today's meeting. o. SUSTAINABILITY ACTION PLAN (minute 1601 and action log refers). It was noted that Councillor Ord had circulated this and related guidance to Committee Members. It was AGREED that Councillor Hartland and Domingue would look at NCC's sustainability proposals and create a new Action Plan using a Friends of the Earth template. p. BIN AT THE SELE (minute 1602c and action log refers). It was noted that the Green Spaces Officer had advised that a bin could not be located here due to access issues. It was AGREED to set up a Friends of the Sele group as an alternative to address the issue of littering. It was also noted that the Green Spaces Officer has some concerns about the Christmas lights and it was AGREED to get a quote for dismantling/putting these up each year. q. BIN REQUESTS (minute 1602c and action log refers). It was noted that this is pending. r. HEXHAM SPACE FOR NATURE (minute 1602d and action log refers). It was noted that this is pending. s. HEXHAM CYCLE PARKING (minute 1602f and action log refers). It was noted that a response from NCC is pending.
1608.	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.
1609.	CEMETERY WILDFLOWER VERGE: It was noted that at least 25 different species of wildflower have been identified and that the grass cutting must not be done before the first week of August. It was AGREED to ask the Operations Manager to pass this on to the local farmer.
1610.	COMMUNITY LED AFFORDABLE HOUSING PROJECT: It was noted that Councillor Domingue is working with a range of partners including Karbon Homes and Hexham Community-Led Housing on a proposal for community housing at the old Bus Station.

1611.	<p>HISTORICAL INFORMATION SIGNAGE: A presentation was made by Mr Pardue and Mr Haslam. They advised that they had a three-part project in relation to Historical Information Signage across Hexham. The first part of the project focused on communicating heritage to visitors and residents by installing small plaques outside shops in the town centre to communicate Hexham's heritage. It was advised that this would be done in partnership with shop owners who could sponsor a plaque for their premises. It was noted that they had been in touch with NCC's Conservation Officer who was supportive of the proposal and advised that advertising consent would be required for the plaques. They advised that the second part of the project is to look at entry points to the town centre and improve these through the use of imagery and artwork on walls and railings, which the Conservation Officer is also supportive of. The final part to the project is to install a sculpture in the Market Place and improve the prominence of the Hexham Riots plaque located here.</p> <p>Asking what Mr Pardue and Mr Haslam would like from HTC, they advised they would like HTC to front the scheme, provide funding, and act as a link between partners in the area, such as the HSHAZ scheme. It was AGREED that Mr Pardue and Mr Haslam would send a document with detailed plans for the project, costs and an example plaque to all Committee members for consideration.</p>
1612.	<p>RURAL MARKET TOWN GROUP: It was AGREED to defer this to the next meeting.</p>
1613.	<p>NORTHUMBERLAND LOCAL PLAN CONSULTATION: It was AGREED to respond to the consultation advising that Anick Grange Haugh should be removed from the list of suitable sites for aggregate mineral site allocations and that coal extraction opportunities should not be included in light of NCC's goal to make Northumberland carbon neutral by 2030.</p>
1614.	<p>SUSTAINABILITY ACTION PLAN: It was noted that whilst there were no updates to Sustainability Action Plan, Councillor Baty advised that Hexham Abbey are exploring the possibility of installing solar panels on their roof and were interested in power sharing. It was AGREED that Councillor Baty would keep Committee members updated with progress on this.</p>
1615.	<p>CORRESPONDENCE:</p> <ul style="list-style-type: none"> a) THOMPSONS OF PRUDHOE PROPOSALS: It was noted that Councillor Kennedy had received a letter from a resident regarding concerns about Thompsons of Prudhoe's proposals to mine sand and gravel from Anick Grange Haugh. b) 3 ARMSTRONG CLOSE (21/01535/FUL): It was noted that this application had been amended by the applicant to include the provision of a hedgehog shelter.
1616.	<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"> • 21/01814/PRUTPO (8 Intake Way, Hexham) – not object but ask that the proposed work be undertaken according to the Tree Officer's advice regarding the season and timing. • 21/01872/FUL (Blinkers Flat, Hallgate, Hexham) – object on the grounds of protecting the Conservation Area as outlined in the

	<p>Hexham Neighbourhood Plan (HNP3) and prefer renovation to removal.</p> <ul style="list-style-type: none"> • 21/01764/FUL (5 Eilansgate Terrace, Hexham) – not object, but ask for sufficient insulation for the proposed extension. • 21/01866/ADE (Land North East of Tesco (Bunker Site), Alemouth Road, Hexham) – object on the grounds of the design not being in line with the principles for design outlined in the Neighbourhood Plan (HNP2), as well as protecting the Conservation Area (HNP3), Heritage Assets (HNP4), not complying with the Hexham Shopfront Design Guide (HNP5) and the impact of Dark Skies (HNP18). <p>Applications 21/02247/FUL (Rydal Mount, Eilansgate, Hexham), 21/02257/FUL (8 Woodbine Terrace, Hexham) and 21/01040/COU (1 Wanless Lane, Hexham) were also considered. It was AGREED there were no objections to, or comments on these.</p>
1617.	<p>NEXT MEETING: It was AGREED that the date of the next Committee meeting will be Tuesday 20 July 2021 at 6.00pm.</p>

Action Log

Update allotment guidance and include a statement re considerate parking at the Millfield/Eilansgate Junction at Quatre Bras (minute 1607e).	Councillor Baty
Post-lockdown, contact NCC about caravan parks (minute 1607f).	Clerk
Invite the owners of the Old Goods Shed to the next P&I Committee meeting (minute 1607g).	Clerk
Source quotes relating to the Cemetery Lodge (minute 1607h).	Operations Manager/Admin Officer
Distribute info on solar panels at the Cemetery to all Committee members when received (minute 1607i).	Admin Officer
Check/site bin at Bishopton Way (minute 1607j).	Operations Manager/Councillor Baty
Contact Karbon Homes and Priestlands Residents Group re Wydon Park (minute 1607m).	Clerk/Councillor O'Farrell
Look at NCC's sustainability proposals and create a new Sustainability Action Plan (minute 1607o).	Councillor Hartland/ Councillor Domingue
Set up a Friends of the Sele group (minute 1607p).	Councillor Ord/Councillor Baty
Get a quote re dismantling/putting up Christmas lights each year in the Sele (minute 1607p).	Clerk
Place new bins at Wydon Reservoir, the Archway, Old Church, St Mary's Chare and Burswell Avenue/Osbourne Avenue Junction (minute 1607q).	Operations Manager
Invite Hexham Space for Nature to a future P&I Committee meeting (minute 1607r).	Clerk/Councillor Baty
Contact NCC re cycle parking in Hexham (minute 1607s)	Clerk
Contact farmer re Cemetery wildflower verge annual cut (minute 1609).	Admin Officer/Operations Manager
Circulate Historical Information Signage information to all Committee members when received (minute 1611).	Clerk
Add Rural Market Town Group representative to next agenda (minute 1612).	Admin Officer
Respond to Northumberland Local Plan Consultation (minute 1613).	Clerk
Keep in touch with Hexham Abbey re solar panel proposals (minute 1614).	Councillor Baty

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 20 JULY 2021

Reference		Applicant
21/02484/LBC	Listed Building Consent for change of use from top floor to holiday let flat at The Flat, 25-26 Market Place, Hexham.	Mrs Susan Crozier
21/02400/PRUTPO	Tree Preservation Order application: T2 Yew - crown lift first 4 branches back to main stem. T3 Sycamore - remove lowest limb over garden back to main stem. T5 Yew - crown lift over the drive to 3.5m. T9 Mixed shrubs, trees and Ivy - trim back from the road to the edge of the boundary line at Hackwood House, Dipton Mill Road, Hexham.	Mr Robert Wassell
21/02444/FUL	External Step lift for wheelchair user to front elevation at 24 St Johns Road, Hexham.	Leanne Hindson
21/00240/FUL	Redevelopment of 'The Potting Shed' to provide office accommodation (Use Class E) and 1 no. residential apartment with associated parking, cycle storage and refuse storage facilities (amended description) at The Potting Shed, 1-3 Broadgates, Hexham.	Mr Ollie Currie
21/02491/VARYCO	Variation of condition 2 (approved plans) pursuant to planning permission 16/01100/FUL to supersede 'approved drawings' for the submitted 'as built' drawings for the addition of basement and loft living accommodation at Proposed Workers Dwellings, Lowgate.	Mr Michael Haigh
21/02499/ADE	Advertisement Consent: Installation of 6 NO. fascia signs, 3 NO. booth lettering signs and 1 NO. 15" digital booth screen at Land at North East Of Bishops Garage Building, Alemouth Road, Hexham.	Other
21/02501/ADE	Advertisement consent for 4 no. Freestanding signs, 2 no. Banner units and 14 no. Dot signs at Land at North East Of Bishops Garage Building, Alemouth Road, Hexham.	Other
21/02500/ADE	Advertisement Consent: Installation of a freestanding totem sign at Land at North	McDonald's Restaurants Limited

	East Of Bishops Garage Building, Alemouth Road, Hexham.	
21/01582/VARYCO	Variation of condition 5 (Ecological Mitigation) on approved application 19/04562/VARYCO to allow bat slates to be exchanged with provision of approved bat boxes located elsewhere on site (amended 07.07.2021) at Cantray East Fellside, Hexham.	Mr D Knowles
21/02487/FUL	Loft conversion with rear 1 no. Double pitched dormer and roof light at 2 Windsor Terrace, Hexham.	Mr & Mrs Young
21/02525/FUL	Demolition of existing sales building to allow for 5no. customer parking spaces. Conversion of existing showroom into new sales building. Relocation of offset fill points and associated flood light. Existing forecourt canopy to be de-linked at F Handcock & Sons Ltd Petrol Filling Station Dale Garage, Haugh Lane, Hexham.	Motor Fuel Group

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.