



## **HEXHAM TOWN COUNCIL**

**I GIVE NOTICE** that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Tuesday 17 August 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 20 July 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To consider participating in the Engaging Rural Enterprises project (see attached).
6. To consider a wildflower area at the Subaru triangle, Corbridge Road.
7. To consider signage for wildflower borders.
8. To consider the possibility of expansion of Wydon Park allotments.
9. To consider updates to the Sustainability Action Plan (if any).
10. To consider correspondence received (if any).
11. To comment on Planning Applications received (see enclosed).
12. To agree a date and time for the next meeting.
13. 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  
11 August 2021

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

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Hagenda 0821 No1PlanningInfrastructureCommittee

**MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE  
COMMITTEE MEETING HELD ONLINE ON 20 JULY 2021**

1618.	PRESENT: Councillors M Domingue, S Fairless-Aitken, P Grennan, F Hartland, D Kennedy, and J Ord.
1619.	APOLOGIES FOR ABSENCE were received from Councillor D Bell.
1620.	MINUTES of the Committee meeting held 29 June 2021, having been circulated, were AGREED.
1621.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> <li>a. ALLOTMENT GUIDANCE (minute 1607e and action log refers). It was noted that this is pending.</li> <li>b. CARAVAN PARKS (minute 1607f and action log refers). It was noted that NCC had a list of residents on site during lockdown who were there due to being vulnerable or shielding so conditions attached to the planning permission for the site have not been broken.</li> <li>c. RAILWAY STATION (minute 1607g and action log refers). It was noted that the availability of the owners of the Old Goods Shed (Arch Company) is pending.</li> <li>d. CEMETERY LODGE (minute 1607h and action log refers). It was noted that this is in progress and the Operations Manager is waiting for quotes.</li> <li>e. SOLAR PANELS (minute 1607i and action log refers). It was noted that a response from the Conservation Officer is pending.</li> <li>f. BIN AT BISHOPTON WAY (minute 1607j and action log refers). It was noted that this is pending, and Councillor Baty will contact the Operations Manager to arrange an onsite meeting.</li> <li>g. WYDON PARK PLAY AREA (minute 1607m and action log refers). It was noted the response is pending.</li> <li>h. SUSTAINABILITY ACTION PLAN (minute 1607o and action log refers). It was noted that Councillors Hartland and Domingue are working on creating a new Action Plan and meeting next week to progress this.</li> <li>i. FRIENDS OF THE SELE (minute 1607p and action log refers). It was noted that Councillor Ord had contacted Hexham Space for Nature regarding this and that it is in progress.</li> <li>j. CHRISTMAS LIGHTS (MINUTE 1607p and action log refers). It was noted that a response from Millennium Quest is pending.</li> <li>k. BIN REQUESTS (minute 1607q and action log refers). It was noted that new bins had been sited at Wydon Reservoir, at the Archway, Old Church, St Mary's Chare and at Burswell Avenue/Osbourne Avenue Junction.</li> <li>l. HEXHAM SPACE FOR NATURE (minute 1607r and action log</li> </ul>

	<p>refers). It was noted that this is pending.</p> <p>m. HEXHAM CYCLE PARKING (minute 1607s and action log refers). It was noted that NCC have some spare cycle stands and it was AGREED to ask what type is available and to install these at either end of the lay-by immediately outside the Cemetery if suitable.</p> <p>n. CEMETERY WILDFLOWER VERGE (minute 1609 and action log refers). It was AGREED to write to the local farmer requesting the grass cutting be done as soon as possible.</p> <p>o. HISTORICAL INFORMATION SIGNAGE (minute 1611 and action log refers). It was noted that this is pending.</p> <p>p. RURAL MARKET TOWN GROUP (minute 1612 and action log refers). It was noted that this is on the agenda.</p> <p>q. NORTHUMBERLAND LOCAL PLAN CONSULATATION (minute 1613 and action log refers). It was noted that a response is pending and the consultation closes on 4 August.</p> <p>r. SUSTAINABILITY ACTION PLAN (minute 1614 and action log refers). It was noted that this is pending.</p>
1622.	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.
1623.	DARK SKIES PRESENTATION: It was noted that Duncan Wise was unable to attend the meeting and had been invited to speak at a meeting in autumn. It was noted that HTC had not been consulted on the planning application 21/02013/DISCON ('Discharge of Conditions' relating to 19/00277/FUL). It was further noted that were concerns relating to the lighting, with the proposed car park lighting not being sympathetic to dark skies as it will cast a severe neutral-white light, with blue-white emissions as well as being detrimental to wildlife. It was suggested a warm-white version was used instead (with shields so the light only points downwards) as this would make the development more attractive to Hexham residents and for those sleeping in the hotel (as they would not be disturbed by blue-white emissions), be better for wildlife and better for the Northumberland International Dark Sky Park whose boundary is less than six miles from Hexham. It was AGREED to submit a response to the Director of Planning outlining the concerns listed above.
1624.	RURAL MARKET TOWN GROUP: It was AGREED that Councillor Ord be the Council representative.
1625.	MARES TAIL AT QUATRE BRAS ALLOTMENTS: It was noted that there is an issue with mares tail at an allotment plot at Quatre Bras allotments. It was AGREED to offer the current holder of the plot a vacant plot and ask the Operations Manager to look into the mares tail if the plot is vacated. It was also noted that there had been a request from the Quatre Bras Allotment Association (QBAA) to allow bonfires twice a year to help reduce

	overfilling of the skip. It was AGREED that Councillor Hartland will contact QBAA to gather more information on this request.
1626.	GLYPHOSATE IN HEXHAM: It was noted that glyphosate is still being used at the Cemetery. It was AGREED that Councillors Ord and Domingue will have a site meeting with the Operations Manager to discuss the use of glyphosate and look into alternatives. It was also noted that NCC has used glyphosate at the Sele next to the woodland borders. It was AGREED to write to the Green Spaces Officer to raise this and request it is not used at this location in the future.
1627.	FUNDING OPPORTUNITIES: It was noted that Councillor Grennan is looking into applying for crowdfunding under the North of Tyne Zero Carbon/Zero Poverty Fund, for a project in partnership with Number 28 and Hexham Community Partnership for a mutual garden scheme. It was AGREED that Councillor Grennan keep pursuing this and report back with any updates.
1628.	SUSTAINABILITY ACTION PLAN: It was noted that the possibility of solar panels at the Cemetery is being pursued.
1629.	CORRESPONDENCE: <ul style="list-style-type: none"> <li>a) 8 INTAKE WAY (21/01814/PTUTPO): It was noted that this has been withdrawn at the applicant's request.</li> <li>b) ST CUTHBERTS TERRACE PARKING: It was noted that Councillor Grennan had received a letter from a resident regarding the availability of parking bays. It was AGREED to refer this to Councillor Cessford as the County Councillor for the Ward.</li> <li>c) SPEED LIMIT SIGN: It was noted that the electronic speed limit warning sign at the Junction of Causey Hill and St Paul's Road on Allendale Road is not working. It was AGREED to ask an engineer to visit the sign.</li> <li>d) HEAVY GOODS VEHICLES: It was noted that Councillor Ord had received a letter from a resident expressing concerns about lorries ignoring heavy vehicle restrictions down Hallstille Bank. It was AGREED to write to the Police Crime Commissioner to ask her to investigate this issue further.</li> <li>e) MCDONALDS/PROPOSED RETAIL UNIT AT BUNKER SITE (20/03048/FUL): It was noted that this application was approved at the Tynedale Local Area Council meeting on 13 July.</li> <li>f) ANICK GRANGE HAUGH (21/02505/CCMEIA): It was noted that an application to mine sand and gravel from Anick Grange Haugh was validated on 25 June and that public consultation closes on 28 July.</li> </ul>
1630.	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: <ul style="list-style-type: none"> <li>• 21/02400/PRUTPO (Hackwood House, Dipton Mill Road, Hexham) – not object but ask that the proposed work be undertaken according to the Tree Officer's advice regarding the season and timing.</li> </ul>

	<ul style="list-style-type: none"> <li>• 21/02499/ADE (Land North East of Bishops Garage Building, 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), not complying with the Hexham Shopfront Design Guide (HNP5) and the impact on Dark Skies (HNP18).</li> <li>• 21/02501/ADE (Land North East of Bishops Garage Building, Alemouth Road, Hexham) – object to the two banners on the grounds of the design not being in line with the principles for design outlined in the Neighbourhood Plan (HNP2), not complying with the Hexham Shopfront Design Guide (HNP5), and request that the size and number of dot signs and freestanding units be reduced.</li> <li>• 21/02500/ADE (Land North East of Bishops Garage Building, 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 on Dark Skies (HNP18).</li> <li>• 21/02525/FUL (F Handcock &amp; Sons Ltd Petrol Filling Station Dale Garage, Haugh Lane, Hexham) – not object but ask that the floodlights help maintain dark skies.</li> </ul> <p>Application 21/02656/FELTPO (11 Collingwood Drive, Hexham) was also considered. It was AGREED to object and recommend that the tree be pruned rather than felled.</p>
1631.	<p>NEXT MEETING: It was AGREED that the date of the next Committee meeting will be Tuesday 17 August 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 1621a).	Councillor Baty
Invite the owners of the Old Goods Shed to a meeting (minute 1621c).	Clerk
Source quotes relating to the Cemetery Lodge (minute 1621d).	Operations Manager/Admin Officer
Distribute info on solar panels at the Cemetery to all Committee members when received (minute 1621e).	Admin Officer
Check/site bin at Bishopton Way (minute 1621f).	Operations Manager/Councillor Baty
Contact Karbon Homes and Priestlands Residents Group re Wydon Park (minute 1621g).	Clerk/Councillor O'Farrell
Look at NCC's sustainability proposals and create a new Sustainability Action Plan (minute 1621h).	Councillor Hartland/ Councillor Domingue
Set up a Friends of the Sele group (minute 1621i).	Councillor Ord/Councillor Baty
Get a quote re dismantling/putting up Christmas lights each year in the Sele (minute 1621j).	Clerk
Invite Hexham Space for Nature to a future P&I Committee meeting (minute 1621l).	Clerk/Councillor Baty
Contact NCC re cycle parking at the Cemetery (minute 1621m)	Clerk
Write to the farmer re Cemetery wildflower verge annual cut (minute 1621n).	Admin Officer
Circulate Historical Information Signage information to all Committee members when received (minute 1621o).	Clerk
Respond to Northumberland Local Plan Consultation (minute 1621q).	Clerk
Keep in touch with Hexham Abbey re solar panel proposals (minute 1621r).	Councillor Baty
Email the Director of Planning re "bunker site" 21/02013/DISCON ('Discharge of Conditions' relating to 19/00277/FUL) (minute 1623).	Clerk
Contact QBAA re proposed bonfires at the allotments (minute 1625).	Councillor Hartland
Contact the Green Spaces Officer re use of glyphosate at the Sele woodland borders (minute 1626)	Clerk
Arrange site meeting with the Operations Manager re use of glyphosate (minute 1626)	Clerk/Councillor Ord/Councillor Domingue/Operations Manager

Pursue North of Tyne crowdfunding for a mutual garden project and report back with any updates (minute 1627)	Councillor Grennan
Refer St Cuthbert's Terrace parking issue to Councillor Cessford (minute 1629b)	Clerk
Write to the Police Crime Commissioner re use of heavy vehicle restrictions on Hallstile Bank (minute 1629d).	Clerk

## 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**

<b>Reference</b>		<b>Applicant</b>
21/02625/VARYCO	Variation of Condition 2 (approved plans) on approved planning application 19/03999/LBC to amend the approved plans to reflect developed design including minor site layout changes, minor changes to external appearance and internal layouts of new buildings and Hydro and updates to Hydro internal works details at Queen Elizabeth High School, Whetstone Bridge Road, Hexham	Queen Elizabeth High School
21/02488/FUL	Install ground floor window for toilet/utility and amend location and size of rear dormer window at 6 Dukes Road, Hexham.	Mr & Mrs Ricketts
21/02730/FUL	Proposed side extension over existing garage to existing dwelling (resubmission) at 18 Eastfields, Hexham.	Mr Glenn Perry
21/02781/FUL & 21/02782/LBC	Internal alterations to modernise accommodation and extension into loft and repairs to external fabric. Also Listed Building Consent for the above at Westwood Farm, Hexham.	Mr and Mrs James Devereux
20/02941/ADE	Retrospective Advertisement Consent for installation of 2no. non-illuminated fascia signboards at Hexham Pizza, 13 Priestpopple, Hexham.	Mr J Hakim
21/02827/LBC	Listed building consent for internal and external alterations including new shop front, windows bifold door, awning, general repairs (windows/rain water goods) and repointing stonework and chimney stacks at 36 Priestpopple, Hexham.	Mr Dodwell
21/02978/FUL	Construction of a two storey rear extension at Beechburn, Low Burswell, Hexham	Mr and Mrs S Harrop
21/02161/CCD	Demolition of public toilets at Public Convenience, St Marys Wynd, Hexham	Mr David Johnson

21/02921/FUL	Construction of first floor bedroom and en-suite shower room over existing garage, creation of en-suite bathroom and dressing room at first floor level over existing ground floor sitting room (including raising of the existing ridge) and creation of new first floor window opening to East elevation at Silk Hay Cottage, Dipton Mill Road, Hexham.	Mr Ben Carr
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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.