



HEXHAM TOWN COUNCIL

I GIVE NOTICE that a meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Wednesday 12 January 2022 at 5.30pm 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 15 December 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To consider a review of the allotment tenancy rules.
6. To consider comments made at the December Full Council meeting regarding Glyphosate.
7. To consider any update on Grow Hexham.
8. To consider updates to the Sustainability Action Plan (if any).
9. To consider correspondence received (if any).
10. To comment on Planning Applications received (see enclosed).
11. To agree a date and time for the next meeting.
12. 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
6 January 2022

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
Hagenda 0122 PlanningInfrastructureCommittee

**DRAFT MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE
COMMITTEE MEETING HELD ON 15 DECEMBER 2021 (5.30-6.40pm)**

1701.	PRESENT: Councillors Ord, Baty, Domingue, Grennan, Hartland and Kennedy.
1702.	There were no APOLOGIES FOR ABSENCE.
1703.	MINUTES of the Committee meeting held 1 December, having been circulated, were AGREED.
1704.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. OLD GOODS SHED (minute 1692b and action log refers). It was noted that another email has been sent to the Arch Company. b. CEMETERY LODGE (minute 1692c and action log refers). It was AGREED to remove this from the action log. c. EV CHARGING POINTS (minute 1692d and action log refers). It was noted that an update is still required. d. SOLAR PANELS (minute 1692f and action log refers). It was AGREED to remove this from the action log. e. ALLOTMENT SKIPS AND COMPOST BINS (minute 1692g refers). It was noted that this is still to be added to the QBAA noticeboard. f. GROW HEXHAM (minute 1692h and action log refers). It was noted that only a further £20.00 is needed to hit the target, with 14 days to go. g. SUBARU TRIANGLE WILDFLOWER AREA (minute 1692i). It was AGREED to request Hexham Space for Nature to produce two example designs (one inexpensive and one if funds allow). h. BIN REQUESTS (minute 1692j and action log refers). It was noted that confirmation that all the agreed bins have now been sited is still required. i. BENCH REQUEST (minute 1692k and action log refers). It was noted that a bench has now been received and will be sited early next year. It was agreed to add a plaque that the seat has been provided by the Town Council. j. DENE PARK PLAY AREA REPAIRS (minute 1692l and action log refers). It was noted that a quote of £109.70 has been received to replace the springer on the broken piece of equipment and AGREED to buy this. k. SUSTAINABILITY ACTION PLAN (minute 1692m and action log refers). It was noted that no comments have been added to the document uploaded to Google Docs. l. CEMETERY CHARGES (minute 1692n and action log refers). It was AGREED to remove this from the action log. m. SAFE WALKING ROUTES (minute 1692o and action log refers). It was noted that two lollipop person vacancies are being advertised by the County Council, albeit one for the now former Hexham Middle School site. It was AGREED to add a link to this on the Town Council website and that to request that the person for the former

	<p>site be employed at the new one.</p> <p>n. HERITAGE PLAQUES (minute 1694 and action log refers). It was AGREED to fund two plaques at £50.00 each and to check if planning permission is required if replacing an existing plaque.</p> <p>o. HAYDON BRIDGE TO CORBRIDGE CYCLING ROUTE (minute 1695 and action log refers). It was noted that the relevant Parish Councils have been contacted.</p> <p>p. SUSTAINABLE HEXHAM FAIR (minute 1696 and action log refers). It was noted a donation to Hexham Abbey for teas and coffees will be made after the event. It was also noted that Councillor Domingue has purchased some easel boards and will be refunded.</p> <p>q. BEEHIVES (minute 1698b and action log refers). It was noted that the interested party has been advised that no domestic bees may be placed at the Cemetery until wildflower meadows are established in order for there to be enough pollen providers to feed both domestic and wild bees.</p>
1705.	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.
1706.	ROOFTOP UPGRADE AT CORNERSTONE 111636, HEXHAM RACECOURSE: It was AGREED to thank Cornerstone for the information and advise it had been noted.
1707.	PROJECTS AND FUNDING OFFICER APPOINTMENT: It was AGREED that all should consider potential projects, etc and that the Committee Chairs will meet to discuss this further.
1708.	WATER SUPPLIER: A quote from Love Energy was considered and it was AGREED to check the current rate before making a decision.
1709.	SUSTAINABILITY ACTION PLAN: It was noted that there were no updates to the Sustainability Action Plan.
1710.	<p>CORRESPONDENCE:</p> <p>a) REQUEST FOR SHREDDER AT QUATRE BRAS ALLOTMENTS: it was noted this had been discussed with the Allotments Association but it had been decided not to pursue this.</p> <p>b) TRANSPORT NORTH EAST PROJECT TO DELIVER 73 NEW ZERO EMISSION BUSES IN THE NORTH EAST: It was AGREED to write and support this but add comments on the transformational effect in the Hexham area if a regular service was provided for outlying villages.</p>
1711.	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 to request the addition of access for hedgehogs at 19 Cockshaw (21/04307/FUL) if possible. Applications 21/04812/ADE (The Coach and Horses, 32-34 Priestpopple), 21/01377/LBC and 21/01375/ADE (31 Market Place) and 21/04764/FUL (1 St Cuthbert's Lane) were also considered. It was AGREED there were no objections to or comments on these applications except to request the applicants regarding the Priestpopple and Market Place premises to consider HNP18 of the Hexham Neighbourhood Plan relating to dark skies and policy of the Northumberland National Park and "astro-tourism".
1712.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Wednesday 12 January 2022 at 5.30pm.

Action Log

Invite the owners of the Old Goods Shed to a meeting (minute 1704a).	Clerk
Follow up discussion with NCC regarding electric vehicle charging points (minute 1704c).	Admin Officer
Display allotments skips and compost bins letter on QBAA and other noticeboard at the allotments (minute 1704e).	Clerk
Arrange example designs for the Subaru triangle area (minute 1704g).	Councillor Baty
Check all agreed bins placed (minute 1704h).	Operations Manager/ Clerk
Arrange plaque and install bench at the old Bus Station (minute 1704i).	Clerk/ Operations Manager
Order replacement springer part for Dene Park play area repair (minute 1704j).	Clerk
Feedback any comments on the draft Sustainability Action Plan via Google Docs (minute 1704k).	All
Provide link on HTC website to NCC lollipop person vacancies and request site change as minuted (minute 1704m).	Clerk and Councillor Kennedy
Arrange funding for heritage plaques and check if planning permission required as minuted (minute 1704n)	Clerk and Admin Officer
Arrange donation to Abbey once number of teas and coffees known (minute 1704p)	Councillor Baty or Domingue and Clerk
Write to Cornerstone (minute 1706)	Clerk
Consider projects (minute 1707)	All (esp Chairs)
Check current water charges (minute 1708)	Clerk
Write to Transport North East (minute 1710b)	Councillor Ord and 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 12 JANUARY 2022

Reference		Applicant
21/04879/FELTPO	Fell 2 larch trees and 4 sycamore trees at land west of Kitty Frisk Lodge, Corbridge Road, Hexham	Mrs Patricia Richardson
21/04621/VARYCO	Variation of condition 2 (approved plans) on approving planning application 17/03300/FUL in order to omit forward facing dormer and alter the external appearance of the rear facing dormer to include timber decking at 2 Alexandra Terrace, Hexham	Mr & Mrs Franks

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 has been 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), now scheduled for 2022.

NB Also available and useful are NCC/HNP viability zones map and HNP town centre policies map.