

## Planning, Property & Services Meeting

13<sup>th</sup> October 2020

6:30pm via Zoom

(Due to the COVID-19 pandemic it was not possible for Council to meet in person)

**Present:** Councillors P Astell (in the Chair), T Astell, D Boynton, I Gow, D Horsley, D Tucker, C Wildey and A Willis.

**In Attendance:** Matthew Snowden (Deputy Town Clerk), Libby Woodhouse (Administrative Assistant)

### 80/20: Apologies for Absence

There were no apologies for absence.

### 81/20: Declarations

- (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

There were no declarations of interest.

- (b) To note dispensations given to any member of the council in respect of the agenda items below.

There were no dispensations

**82/20: To approve and sign the minutes of Planning, Property and Services Committee held on Tuesday 22<sup>nd</sup> September 2020 (see attached).**

**Proposed:** Councillor P Astell

**Seconded:** Councillor Gow

**Resolved:** To approve and sign the minutes of the Planning Property and Services Committee held on 2<sup>nd</sup> September 2020

**83/20: Planning Applications** - The Committee's views are sought on the following planning applications, on which the Town Council has been consulted by the Local Planning Authority.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Delegated Response/ Committee Responses (where applicable)
20/00998/PLF	Oak Lodge 43 Cartwright Lane Beverley HU17 8LX	SMW	<a href="#">Conversion of outbuilding to holiday let (retrospective)</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
20/02601/PLB	Bug Vinyl 11 Ladygate Beverley HU17 8BH	SMW	<a href="#">Affix printed aluminium painting to gable wall in connection with the Elwell Trail</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council supports the application and commends this addition to the Elwell Trail.

20/02599/PLB	Beverley Minster Parish Hall Minster Yard North Beverley HU17 0DP	MS	<a href="#">Affix printed aluminium painting to front wall in connection with the Elwell Trail</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council supports the application and commends this addition to the Elwell Trail.
20/02607/PLB	East Riding Theatre 10 Lord Roberts Road Beverley HU17 9BE	MS	<a href="#">Affix printed aluminium painting adjacent to side entrance in connection with the Elwell Trail</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council supports the application and commends this addition to the Elwell Trail.
20/02594/PLB	Carol Bird Interiors 47 North Bar Within Beverley HU17 8DG	SMW	<a href="#">Affix printed aluminium painting to gable wall in connection with the Elwell Trail</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council supports the application and commends this addition to the Elwell Trail.
20/02817/PAD	Christophas 1 Dyer Lane Beverley HU17 8AE	SMW	<a href="#">Display of a non-illuminated fascia sign</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
20/02929/PLF	7 Park Avenue Beverley HU17 7AT	SMW	<a href="#">Erection of a single storey link extension to side</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/02967/PLF	87 Pasture Terrace Beverley HU17 8DR	SMW	<a href="#">Demolition of dwarf boundary walls with railings in order to create vehicle parking space to frontage</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/02972/PLB and 20/02971/PLF	14 North Bar Without Beverley HU17 7AB	SMW	<a href="#">Erection of single storey extension and installation of roof lights to rear</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/02788/PLF	2 Middleton Close Beverley HU17 9NG	MN	<a href="#">Erection of a single storey extension to side and front, with canopy to front; two storey extension to rear; and installation of first floor window to side</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application, on the condition the extension does not negatively impact neighbouring properties.
20/03083/PAD	Unit 2 Flemingate Centre Flemingate Beverley HU17 0NQ	MS	<a href="#">Display of 2 externally illuminated fascia signs, 1 internally illuminated projecting sign and various non-illuminated window graphic signs</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/03019/PLF	Unit 2 Flemingate Centre Flemingate	MS	<a href="#">Change of use from Use Class A3 and/or A4 and/or A5 to Use Class E(a)</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.

	Beverley HU17 0NQ			
20/03110/STREM	Land North West Of Figham Roundabout Woodmansey HU17 0TA	MS	<a href="#">Erection of restaurant with drive thru, car parking, landscaping and associated works following Hybrid Planning Permission 18/01746/STPLF (Appearance, Landscaping, Layout and Scale to be considered)</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/03138/PLF	15 Cartwright Lane Beverley HU17 8NB	SME	<a href="#">Erection of a single storey extension to rear</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/03060/PLF	Pinfold House 16 Morton Lane Beverley HU17 9DB	SME	<a href="#">Erection of two storey extension to side</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/03141/PLF	25 Woodlands Beverley HU17 8BT	SMW	<a href="#">Erection of a single storey extension to rear</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application.
20/03162/PLF	160 Norwood Beverley HU17 9JA	SME	<a href="#">Erection of a single storey extension to rear following removal of existing timber frame extension</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application, on the condition the extension does not negatively impact neighbouring properties.
20/03063/PAD	TESCO Morton Lane Beverley HU17 9DB	SME	<a href="#">Display of 1 42" LCD Media Screen (pod point) and 2 flag pole signs</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application. (The Deputy Town Clerk clarified that the sign complies with the regulations concerning brightness this time and will not affect residential properties opposite).

**84/20: Environmental Planning Applications** - The Committee's views are sought on the following planning applications, on which the Town Council has been consulted by the Local Environment Authority.

Planning Ref	Address	Ward	Application Details (click on the description to link to the documents on Planning Portal)	Delegated Response / Notes / Proposed Committee Responses (where applicable)
20/03109/TPO	7 Langholm Close Beverley HU17 7DH	SMW	<a href="#">TPO - HUM LODGE, BEVERLEY 1974 (451) A1 - Dismantle 1no. Sycamore (T1) due to rotting on main union where the trunk forks</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application, on the condition any bird or wildlife living in the tree be considered and work takes place at a time when such creatures will not be negatively affected.
20/03127/TCA	Rivendell Grosvenor Place Beverley HU17 8LY	SMW	<a href="#">BEVERLEY GROS PL CONSERVATION AREA: Dismantle and remove 1no. Conifer tree due to it overgrowing its location.</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council <b>objects</b> to this application – there is no pictorial evidence in the application that the tree is overgrown to the point where it requires felling and that lopping and cutting back could not have been a suitable alternative.
20/03246/TCA	6 New Walk Beverley HU17 7AD	SMW	<a href="#">NORTH BAR WITHOUT BEVERLEY CONSERVATION AREA - Lift crown of 1no. Yew (T1) to 4m to clear driveway, entrance and footpath, reduce crown sides by up to 1.5m, as required, to create balanced shape in keeping with the other yew trees fronting this terrace of properties</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application, on the condition any bird or wildlife living in the tree be considered and work takes place at a time when such creatures will not be negatively affected.
20/03243/TCA	27 Woodlands Beverley HU17 8BT	SMW	<a href="#">WESTWOOD AREA CONSERVATION AREA - Crown lift 1 no. Robinia tree by 1 metre and remove ivy; Crown reduce 1 no. Willow tree by 3 metres</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application, on the condition any bird or wildlife living in the tree be considered and work takes place at a time when such creatures will not be negatively affected.
20/03254/TCA	Tymperon House 62 Walkergate Beverley HU17 9E	SMW	<a href="#">MARKETS AREA CONSERVATION AREA - Crown reduce 1 no. Silver Birch tree (T1) and crown lift to tighten crown and prune away from the property</a>	<b>COMMITTEE RESPONSE</b> Beverley Town Council has no objection to this application, on the condition any bird or wildlife living in the tree be considered and work takes place at a time when such creatures will not be negatively affected.





## 85/20: Allotment Issues

### a) Allotment Waiting List

To receive an update regarding the Allotment Waiting List (Deputy Town Clerk to report).

#### Waiting list within BTC boundary

42 applicants on the waiting list who reside within the town boundary; of which:

8 are in the process of being offered/let a plot,

13 have requested the other half of their plot;

The remainder of 21 applicants are waiting to be allocated a plot.

#### Waiting list outside BTC boundary

There are 28 applicants on the waiting list who are resident outside the town boundary.

On application they are usually informed by email that it would be unlikely that they would be allocated a plot however a more structured letter would be more beneficial.

Officers will write to applicants on the waiting list who reside outside the town boundary to ask them to contact their local parish council for the provision of an allotment.

### b) Waste Disposal

To consider issues relating to how allotment tenants dispose of waste, including concerns regarding bonfires (Chair and Deputy Town Clerk to report).

The Council had removed a large bonfire on the Queensgate site prior to it being set alight due to concerns about residents' complaints and their safety. The Tenancy Agreement states tenants cannot hold bonfires between 1<sup>st</sup> June and 30<sup>th</sup> September (therefore only permitted 1<sup>st</sup> October to 31<sup>st</sup> May). The Deputy Town Clerk will contact ERNLLCA to gain advice regarding changing Tenancy Agreements should the Council wish to ban bonfires. Alternative methods of disposing of waste will be considered.

Councillor P Astell will contact ERYC to investigate the possibility for the provision of brown bins and waste collection from the allotment sites.

### c) Plot 22 Composting Toilet

To receive an update on issues relating to the proposed Composting Toilet on Plot 22 (Deputy Town Clerk to report).

The Deputy Town Clerk updated the Committee in terms of the following:

- Having liaised with the Town Council's insurers, the Town Council is not liable for the insurance.
- The Town Council's responsibility is the land itself.
- Anything an allotment tenant places on their plot is THEIR responsibility and liability.
- This is more than just a shed to be accessed by potentially all tenants. In addition, there are health and safety issues connected to a toilet (especially during a pandemic) and the community group need to protect both themselves and users with insurance prior to installation.
- The Community Group also need to produce their own risk assessments.

The Committee agreed that the Community Group should have their own insurance and provide risk assessments and for the Deputy Town Clerk to liaise further with them.

### d) Allotment Inspections

Due to the Covid-19 pandemic, the committee resolved to cancel allotment inspections during Spring and Summer 2020 – therefore, to consider restarting allotment inspections from Monday 19<sup>th</sup> October 2020 (Deputy Town Clerk to report).

The Committee agreed to start allotment inspections. Any communication with tenant will be empathetic.

## 86/20: Skate Park

To receive an update regarding the Skate Park (Deputy Town Clerk to report).

The Deputy Town Clerk reported that JB Rural continue to undertake weekly inspections and routine cleaning. JB Rural have fixed the fence in the sum of £100.



**87/20: Tree Planting Project: Beverley Branches Out**

**To receive an update regarding a funding bid to carry out a tree planting project called “Beverley Branches Out” (Deputy Town Clerk to report and original application attached).**

The Council has been successful in a funding application for a tree planting project. Trees, tree guards, tags and tools will be purchased. Members of the public can adopt a tree and take responsibility for its ownership and maintenance and there will be tree planting days within the community. A project meeting via Zoom will be arranged to co-ordinate this work once the funding agreement has been received and signed.

**88/20: Beverley Beck: A Living Waterway**

**To receive an update regarding the Commuted Sums application for the “Beverley Beck: A Living Waterway” project, which has been delayed partly due to the Covid-19 pandemic (Deputy Town Clerk to report and original application attached).**

The Deputy Town Clerk reported that the issue of proving ownership had been hopefully finalised and ERYC own the Beck and the banks on which the boards will be installed. The Deputy Town Clerk has requested Commuted Sums allow the project dates to be revised due to the Covid pandemic.

**89/20: Christmas Lights**

**To receive an update regarding plans for Beverley’s Christmas Lights (Deputy Town Clerk to report).**

**Planned Christmas Lights are as follows:**

- Wednesday Market – multi coloured strings of lights on the trees (providing electricity can be finalised)
- Well Lane – multi coloured canopy of lights
- Toll Gavel Church – multi coloured string of lights on a tree
- Dyer Lane – additional multi coloured strings of lights on tree
- Swaby’s Yard – two white light globes on lamp columns
- Market Cross – lights to cover it (Beverley Lions)
- Railway Square – three lamp column displays
- Toll Gavel, Butcher Row, Wednesday Market and Saturday Market businesses – additional snow globes, lamp column snowflakes and cross-street displays
- Memorial Hall – white light canopy on the front

**Not possible this year:**

- 3D reindeer and slay in Wednesday Market – due to Covid-19 unable to cleanse
- Laundress Lane – one of the building owners that would need the lights attached to it has refused Wayleave permission
- Coronation Garden – too costly and not enough time to create the trenches to lay electrics – will look at for next year.
- North Bar – not enough time as will need owner permission, listed building permission, etc to affix a display (although Councillor Jack is looking at the uplighters being given different colours for Christmas, but only if possible) – will look at for next year.

**90/20: Autumn/Winter Planting**

**To receive an update regarding Autumn and Winter planting work (Chair to report).**

Councillor Astell reported that the barrier planting had been turned round quickly by the contractor. The liners will be returned to the nursery for composting. The Council had done well with the floral displays which had been beautiful all summer.

**91/20: Cherry Tree Estate Brick Planters**

**To receive information regarding brick planters on Cherry Tree Estate, which the Town Council has the opportunity to plant up (Chair to report).**

Councillor Astell reported that ERYC had given approval for the Town Council to adopt and maintain these planters. The Deputy Town Clerk will complete the necessary licence once it is received and ERYC will provide some daffodils. The Council will need some compost and perennial plants.



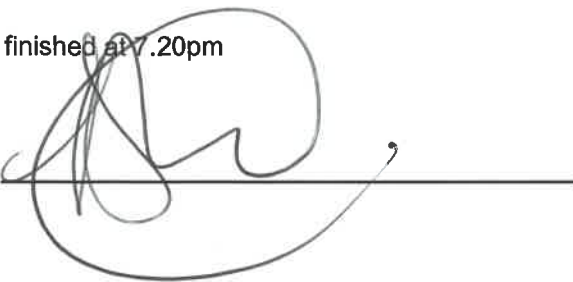
**Resolved:** That the Town Council adopt and maintain the brick planters on the Cherry Tree Estate and purchase compost and plants as required.

The Chair reported there are lamp column planters in the lock-up which could be used on the estate and other parts of the town.

The Deputy Town Clerk will liaise with the Town Clerk regarding van insurance for Councillors P Astell and Jack to help with works as required.

Meeting finished at 7.20pm

Signed:

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly cursive and loops around itself.

Date: 19-10-2020

