



## Planning, Property & Services Meeting

**21<sup>st</sup> April 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 (Chair), T. Astell, D. Boynton, D. Healy, D. Horsley, D. Tucker, A. Willis.

**In Attendance:** Matthew Snowden (Deputy Town Clerk), Helen Watson (Town Clerk), Cllr L. Johnson.

### **183/19: To receive apologies for absence**

Apologies were received from Cllr I. Gow

### **184/19: Declarations of Interest**

**184.1: 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.**

No declarations were given.

**184.2: To note dispensations given to any member of the council in respect of the agenda items listed below.**

No dispensations were given.

### **185/19: To consider replacing committee member Cllr D. Healy with Cllr D. Tucker.**

**Proposed:** Cllr P. Astell

**Seconded:** Cllr T. Astell

**Resolved:** That Cllr D. Tucker replaces Cllr D. Healy on the Planning Property and Services Committee and that the Town Council thanks Cllr D. Healy for his input and acknowledged his situation as a member of East Riding of Yorkshire Council's Eastern Area Sub-committee.

**Cllr D. Healy left the meeting.**

### **186/19: To note the minutes of Planning, Property and Services Committee held on Tuesday 31<sup>st</sup> March 2020 (previously approved at the Full Council meeting held on Monday 6<sup>th</sup> March 2020).**

**Resolved:** That the minutes from the Planning, Property & Services Committee held on 31<sup>st</sup> March 2020 be noted.

187/19: Planning Applications

Planning Ref	Address	Ward	Application Details	Comments (Delegated responses are detailed where applicable)
19/03924/VAR AND 19/04115/PLB	25 Wood Lane Beverley HU17 8BS	SMW	Variation of Condition 5 (Approved Plans) of 18/03110/PLF - Erection of single storey and two storey extensions to rear following demolition of existing rear extension - part retrospective (AMENDED DESCRIPTION)	<b>Delegated Response:</b> Beverley Town Council reconfirms its previous comments that it has no objection to this amended application, on the condition the Conservation Officer comments are adhered to.
20/00876/PLB	Beverley Building Society 57-58 Saturday Market Beverley HU17 8AA	SMW	Repair works to roof including replacement of roof tiles with reclaimed tiles/handmade clay tiles and replacement of all lead flashings to parapets, chimney stacks and roof lights	<b>Delegated Response:</b> Beverley Town Council has no objection to this application.
20/00973/PLF	79 Highfield Road Beverley HU17 9QT	SME	Erection of a single storey extension to side following demolition of existing garage and kitchen area (Amended Scheme 19/04259/PLF)	<b>Delegated Response:</b> Beverley Town Council has no objection to this application.
20/00982/PLB	Osborne House 31 North Bar Without Beverley HU17 7AG	SMW	Replacement of existing rear door and window in kitchen with installation of wooden double glazed french doors and window to match existing styles and removal of existing understair external door, block up and integrate a new W/C under the stairs (Revised scheme of 19/03673/PLB)	Beverley Town Council has no objection to this application.
20/00844/PLB	8 Newbegin Beverley East HU17 8EG	SMW	Sub-division of existing dwelling to create one additional dwelling, with associated works including erection of a timber porch and installation of roof lights to the rear (revised scheme of 18/03498/PLB)	Beverley Town Council has no objection to this application and supports the comments of Beverley Civic Society that this is a welcome submission.

Cllr D. Horsley left the meeting.

20/00974/PLF	48 Highfield Road Beverley HU17 9QR	SME	Erection of two storey extension with porch to side and single storey extension to rear	Beverley Town Council has no objection to this application.
20/01054/PLF	24 Flemingate Beverley HU17 0NR	MS	Erection of a single storey extension to rear	Beverley Town Council has no objection to this application.

**188/19: Environmental Planning Applications**

Planning Ref	Address	Ward	Application Details	Comments
20/01057/TPO	Pasture Terrace Beverley HU17 8DR	SMW	TPO - BAR HOUSE, BEVERLEY NO. 1 - 1960 (REF 459) T15 AND T17. WESTWOOD AREA CONSERVATION AREA - Crown lift 1 no. Beech tree (T1) to 6 metres over the highway to give adequate clearance for traffic and crown reduce by 3 metres to the West by cutting limbs back to a suitable growing points to reduce end loading; Crown lift 1 no. Copper Beech tree (T2) by 6 metres over the highway to give adequate clearance for traffic and crown reduce by 2 metres to the West by cutting limb back to suitable points to reduce end loading and clear street lamp head, crown reduce by 1.5 metres limbs to the East back to previous cut points to maintain clearance from property	Beverley Town Council has no objection to this application.
20/01079/TCA	1 Parkfield Cottages Seven Corners Lane Beverley HU17 7AL	SMW	NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 1 no. Ash tree (T1) by 5 metres in height to create balanced scaffold shape for regeneration	Beverley Town Council has no objection to this application.

**189/19: Proposed Traffic Regulation Order**

To consider commenting on a Proposed Traffic Regulation Order for the Oldbeck Road/Grovehill Road Junction, Beverley (see attached).

**Resolved:** Beverley Town Council has no objection to this proposed Traffic Regulation Order and appreciates the need for such actions at this location.

**190/19: Temporary Prohibition of Traffic Order**

To note the East Riding of Yorkshire Council Road Traffic Regulation Act 1984 section 14 (1) temporary prohibition of through traffic Watts Road, Beverley (part) (see attached).

**Resolved:** Beverley Town Council has no objection to this Temporary Prohibition of Traffic Order as the works it will facilitate are essential.

### 191/19: Hanging Baskets

To make a final resolution regarding how to implement the town centre hanging baskets following the below resolution agreed at Full Council on Monday 6<sup>th</sup> April 2020: **Resolved:** *Because Plantscape can install, maintain and water hanging baskets starting from mid to late June, the Town Council delegates the Planning, Property and Services Committee to proceed with this and to finalise how best a hanging basket scheme can be implemented given the restrictions of the COVID-19 lockdown.*

**Proposed:** Cllr P. Astell

**Seconded:** Cllr D. Boynton

**Resolved:** *That 80 hanging baskets be ordered from Plantscape and they be installed at shops that have previously bought into the hanging basket scheme (and where brackets are still available), at the Railway Station and, if possible, on County Hall and Market Cross. The businesses will not be charged, as the Town Council has previously resolved to stand the costs this year to brighten up the town centre in summer, at which point the COVID-19 pandemic may still be ongoing. In addition, eight tiered planters to be purchased, with four being located at appropriate sites on the Swinemoor and Cherry Tree Estates and the remaining four at town centre locations at the discretion of officers.*

### 192/19: Allotments

#### 192.1: To receive an update regarding the allotments waiting list.

The Deputy Town Clerk reported the following:

Waiting list with the Beverley Town Council boundary

- 36 in total on the waiting list live within the BTC boundary.
- 8 of these have been offered plots or in process of letting.
- 8 already have half a plot and are awaiting the other half.
- Therefore there are 20 of the 36 who have not already been offered a plot or who do not already have half a plot.

Waiting list out of Beverley Town Council boundary

- 15 applicants on the waiting list from out of the town boundary.

#### 192.2: To consider any other allotment issues that may have arisen.

**Proposed:** Cllr P. Astell

**Seconded:** Cllr A. Willis

**Resolved:** **Part 1** *That this committee reminds Councillors if any tenants approach them with issues relating to allotments, they must be advised to email or call the Town Council to report their concerns/queries directly to officers.*

**Part 2:** *Although the start date on which tenants can set bonfires on allotments has been moved from 1<sup>st</sup> September to 1<sup>st</sup> October, if the current COVID-19 lockdown is still in place by then, a letter will be sent to all tenants asking them to refrain from having bonfires out of consideration for neighbouring houses in which residents will still be self-isolating.*

**Part 3:** *That during the COVID-19 pandemic and lockdown, the Town Council refrains from sending any letters to tenants regarding uncultivated or unkempt plots, because many allotment tenants will be self-isolating due to age or health related vulnerabilities, some tenants are key workers and no one should be attending their allotment for more than one hour a day as their form of daily exercise.*

**193/19: CCTV**

To receive an update on CCTV.

**Proposed:** Cllr P. Astell

**Seconded:** Cllr A. Willis

**Resolved:** *That the Town Council purchases four mobile CCTV units and whilst appreciating Alan Frankish and the Police will be responsible for deploying them, they be requested to consider locating two at strategic location on Swinemoor Estate. In addition, the Town Clerk to investigate the possibility of speaker systems being added to the units and for these to be also included as part of the purchase if financially viable.*

**194/19: Dog Waste Bag Dispensers**

To receive an update on the purchase of Dog Waste Bag Dispensers (Deputy Town Clerk to report).

**Note:** PPS previously resolved for the items to be purchased from Gladson and put in storage until ERYC can install them. However, Gladson has now informed us that they cannot deliver during lockdown. The dispensers are at full price but with a 5% discount for a quantity purchase (£1,593 in total). The bags themselves are also available to purchase but also currently undeliverable (4 packs of 250 roles of bags = £33.14). Given the currently unstable nature of the economy, a risk is that if for any reason the company goes into administration before delivery, Council would not get the money back. Officers can order and pay, but want to consult with PPS before doing so given the financial risk that has been identified.

**Proposed:** Cllr A. Willis

**Seconded:** Cllr D. Boynton

**Resolved:** *Taking into consideration the situation reported above, the Town Clerk to liaise with Gladson to see if the items can be reserved with no payments being made until distribution can be guaranteed. If it is not possible to reserve without payment, the Town Council will order and pay for them when restrictions are lifted.*

**195/19: Skate Park**

**Proposed:** Cllr P. Astell

**Seconded:** Cllr A. Willis

**Resolved:** **Part 1:** *Due to people pulling down the fencing and signage around the skate park during its closure during the COVID-19 pandemic, that the Town Council Handyman continues to carry out weekly inspections to ensure the bins are emptied and fencing secure, but that this should be done so safely and if there is any risk in terms of breaking social isolations guidance, the work be postponed.*

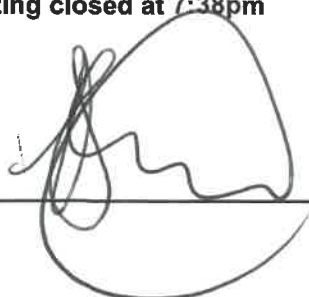
**Part 2:** *That Council Officers start to investigate upgrading the Skate Park. This work is to include identifying potential funding sources, researching companies that can carry out such work, considering consultation exercises/methods and seeking advice from other council that have recently upgraded their own skate parks. In addition, Councillor will ask ERYC Ward Members for their thoughts and support. The Committee appreciates that this will be a longer, ongoing project and Officers are to feed back to meetings as and when there are updates.*

**196/19: Litter Bins and Grit Bins**

The Deputy Clerk reported that ERYC was postponing all work on new bins due to the COVID-19 pandemic.

The meeting closed at 7:38pm

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

18/5/2020

