

**Town Clerk:** Ms. Helen Watson FSLCC  
**Office Address:** 12 Well Lane, Beverley, East Yorkshire, HU17 9BL  
**Tel:** 01482 874096 **Email:** clerk@beverley.gov.uk **Website:** www.beverley.gov.uk

Tuesday 18<sup>th</sup> May 2021

To all members of the Planning Property and Services Committee

Dear Councillor,

## Planning Property and Services Committee

You are hereby summoned to attend the Planning Property and Services Committee Meeting of Beverley Town Council to be held remotely via Zoom on **Tuesday 25<sup>th</sup> May 2021** to commence at 6.30pm.

Yours faithfully,



**Matthew Snowden**  
**Acting Town Clerk**

### Notes About the Meeting

- **Delegation of Duties:** From May 2020 to 6<sup>th</sup> May 2021, the Emergency Coronavirus Act allowed Councils to meet and make resolutions via remotely technology. However, the Government decided to discontinue this from 6<sup>th</sup> May 2021 onwards. Therefore, on 12<sup>th</sup> April 2021, Full Council resolved to delegate all decisions to the Acting Town Clerk (other than those that by law cannot be delegated). It was also resolved to continue holding meetings, but due to being unable to make direct resolutions remotely, all decisions made by Councillors will be recommendations to advise the Acting Town Clerk in their decision making.
- **Observing Meetings:** Members of the public can view live-streams of meetings via the Town Council's YouTube Channel: <http://tiny.cc/ra3xtz>
- **Public Forum:** Members of the public are welcome to address the meeting in a public forum at 6:30pm. Because meetings are currently taking place remotely due to the ongoing Covid-19 pandemic, please email the Town Council on [clerk@beverley.gov.uk](mailto:clerk@beverley.gov.uk) at least 24 hours before the meeting, so we can provide you with a Zoom link.
- **Recordings:** Members of the public are entitled to record meetings. The Town Council's full policy regarding Recording of Meetings can be found on the website: <https://www.beverley.gov.uk/policies-procedures/>

## AGENDA

### 1. Introduction

The Chair to explain that the meeting is being live-streamed on You Tube via Zoom, detail the meeting protocol in terms of using remote technology and make a rollcall of Councillors and Officers.

### 2. To Receive Apologies for Absence.

### 3. 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.

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

4. **To note the minutes of the Planning Property and Services Committee Meeting held on Monday 20<sup>th</sup> April 2021** (previously circulated, approved and signed at Mayor Marking/Annual Council Meeting on Tuesday 4<sup>th</sup> May 2021).

5. **Delegated Reponses**

Reponses delegated to the Acting Town Clerk and submitted in consultation with the Chair of Planning Property and Services.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Delegated Response
21/01397/TPO	18 Westwood Way Beverley HU17 8GE	SMW	<a href="#"><u>TPO - BEVERLEY NO. 36 - 2006 (REF 996) G1. WESTWOOD AREA CONSERVATION AREA - Crown reduce 4 no. Holly trees (T1-T4) by 2.4-3 metres in height to previous cutting point, crown reduce by 0.9 metres and crown thin by 15% to reduce the risk of new crown leaders failing as the old topping wound degrades and to shape the trees</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application, on the provision work is carried out a time that will have the least negative impact on wildlife
21/00874/PLF	31 New Walk Beverley HU17 7DR	SMW	<a href="#"><u>Erection of a garage / workshop and associated works following removal of existing garage</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/00596/PLB	White Agency 61 North Bar Within Beverley HU17 8DG	SMW	<a href="#"><u>Replacement of timber windows to match existing and reroof of whole building using reclaimed slate and replacment slates to match existing (Retrospective) (AMENDED DESCRIPTION)</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this amended application.
21/00644/PLB	49 Keldgate Beverley HU17 8HU	MS	<a href="#"><u>Erection of single storey extension to rear following demolition of existing lean-to green house, internal works to alter/remove chimney at ground floor, alterations to roof pitch of existing single storey rear projections, upgrade of existing rear sash windows, installation of new lime and sand skirt render surface to match existing at front, installation of structural steel lintel inside archway at front and other remedial works</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council reconfirms that is has no objection to this amended application.
21/00643/PLF	49 Keldgate Beverley HU17 8HU	MS	<a href="#"><u>Erection of single storey extension to rear following demolition of existing lean-to green house, alterations to roof pitch of existing single storey rear projections and other external alterations</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council reconfirms that is has no objection to this amended application.
21/01071/VAR	Wild Sage 52 Lairgate Beverley HU17 8EU	SMW	<a href="#"><u>Variation of Condition 2 (Opening Hours) of planning permission 313-624C to allow restaurant to be open until 11 pm</u></a>	<b>DELEGATED RESPONSE</b> To balance the comments of residents, Beverley Town Council suggests the variation of hours be approved for an initial 12 months period to assess the situation. If no problems have arisen by the end of this period, the application be extended on a permanent basis.
21/01086/PLF	34 Copandale Road Molescroft HU17 7BW	SME	<a href="#"><u>Alterations to roof and construction of dormer extension to rear</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01123/PLB	Bug Vinyl 11 Ladygate Beverley HU17 8BH	SMW	<a href="#"><u>Installation of a framed painting printed on aluminium back plate to gable wall (repositioning of existing painting)</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.

21/01093/VAR	Charlton House Grovehill Road	MS	<a href="#"><u>Variation of condition 14 (approved plans) of planning permission 15/00532/PLF (Erection of residential development comprising of 16 apartments)</u></a>	<b>DELEGATED RESPONSE</b> Whilst Beverley Town Council had no objection to the variation, it expresses disappointment that permission for this appears to be being made after the changes have been implemented and are therefore retrospective, rather than the applicant being proactive and seeking permission to make these revisions before they took place.
21/01118/PLF	4 Central Avenue Beverley HU17 8LH	SMW	<a href="#"><u>Erection of a two storey extension to side and single storey extension to rear</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01144/PLF	2 Bishops Croft Beverley HU17 8JY	SMW	<a href="#"><u>Replacement of existing flat roof to existing garage, application of cladding to single storey, part conversion of existing garage into additional living accommodation and associated works</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/00860/PAD	Laura Ashley 36 - 40 Toll Gavel Beverley HU17 9AR	SMW	<a href="#"><u>Display of one non-illuminated projecting sign to front and two internally illuminated signs inside front windows</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no further comments to make.
21/01168/PLF	Pasha Turkish Barber 2 Lairgate Beverley HU17 8EE	SMW	<a href="#"><u>Change of use of hair salon to mixed use as a restaurant, bar and take away</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection in principle to this application, especially as permission has already been given for change of use to a café, but awaits with interest to see further submissions regarding signage and any other physical changes.
21/01190/PLF	36 Wood Lane Beverley HU17 8BS	SMW	<a href="#"><u>Erection of single storey extension to rear and detached outbuilding following demolition of existing extension to rear and shed</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01188/PL	35 Grayburn Lane Beverley HU17 8JR	SMW	<a href="#"><u>Construction of dormer window and bay window extension to front, and erection of single storey extension and boundary wall to rear</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01211/PLF	5 Globe Mews Beverley HU17 8BQ	SMW	<a href="#"><u>Construction of a juliet balcony at first floor to front and replacement of existing sand cement render coating with New K rend system</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01253/PLF	8 York Road Beverley HU17 8DP	SMW	<a href="#"><u>Erection of single storey extension to rear following demolition of existing conservatory and erection of detached garage</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01196/PLF	17, 19 & 21 Flemingate Beverley HU17 0NP	MS	<a href="#"><u>Installation of a glazed entrance following removal of existing timber framed entrance and removal of 4 existing 'expelair' extraction fans and openings to be blocked up in matching brickwork to front, installation of look-a-like glazed blanking panels to 2 windows at ground and first floor and creation of openings for a fire door, entrance door and window to rear and construction of a paved ramp with railings</u></a>	<b>DELEGATED RESPONSE</b> Beverley Town Council reconfirms that it has no objection to this application, on the condition the comments of the conservation officers are taken into account.

21/00915/PLF	Land North West Of 25 Cherry Tree Terrace Beverley HU17 0EN	MN	<a href="#">Erection of a dwelling</a>	<b>DELEGATED RESPONSE</b> Beverley Town Council objects to the application as it currently stands, due to the over development of the site (in particular the density of the proposed build), negative impact on neighbouring properties in terms of loss of daylight/overshadowing and view, and negative impact on wildlife due to the proposed removal of an established tree, which provides habitat to many birds. The Town Council suggests the applicant reconsider the scale of the proposed build and resubmits a revised application to address these concerns.
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## 6. Planning and Environment Applications

The Committee's views are sought on the following planning and environmental planning application on which the Town Council has been consulted by the Local Planning and Environment Authority.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Suggested Reponses/Notes
20/04045/PLF	Westwood Park Residential Home 4 Langholm Close Beverley HU17 7DH	SMW	<a href="#">Erection of a building consisting of 51 retirement living plus (extra care) apartments and 1 guest suite (Use Class C2), including erection of substation and car ports to southern boundary, and, associated access, car parking, amenity space, and landscaping following demolition of existing buildings [AMENDED]</a>	<b>NOTE</b> Full Council already objected to the initial application. The revised application deadline for this submission has been extended to Thursday 27 <sup>th</sup> May.
21/01310/PLB	Vanessa 21 - 22 Saturday Market Beverley HU17 8BB	SMW	<a href="#">Installation of replacement door and windows to front and installation of a servery window</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01283/CLP	187 Grovehill Road Beverley HU17 0ET	MN	<a href="#">Certificate of Lawfulness for the proposed erection of single storey extension to rear and side, dormer window to rear, rooflights to front and loft conversion</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
19/03338/PLF	Garage Block Adjacent 56 North Bar Without Beverley HU17 7AB	SMW	<a href="#">Alteration and conversion of garages/former stable to form a dwelling</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council reconfirms that is has no objection to this amended application.
21/00035/PLF	Jacksons Vehicle Dismantlers Barmston Road Beverley HU17 0LA	MS	<a href="#">Change of use from Scrap Yard to vehicle goods yard, and siting of a two storey office block, single storey training classroom, toilet block, and 3 shipping containers for storage, and installation of an electrical sub-station, following levelling of ground and installation of hardcore to entire site</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council reconfirms its concern regarding the increase in traffic movements this development will create on Swinemoor Lane, which is already a highly congested area.
21/00856/PLF	33 Swinemoor Lane Beverley HU17 0JU	MS	<a href="#">Erection of 2.2m high boundary fencing with 1.8m high entrance gate to front, and erection of a timber car port to side (part-retrospective application)</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.

21/01682/REM	Carmel Cottage Denton Street Beverley East Riding Of Yorkshire	MS	<a href="#">Erection of 5 dwellings and 4 apartments with associated parking, access, landscaping and infrastructure following outline permission 18/00722/OUT (All matters to be considered)</a>	<b>NOTE</b> Councillors need to consider the density of the application and all other aspects.
21/01393/PLB	46 Westwood Road Beverley HU17 8EJ	SMW	<a href="#">Erection of single storey extension to rear</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01171/PLB and 21/01170/PLF	25 Wood Lane Beverley HU17 8BS	SMW	<a href="#">Erection of single storey and two storey extensions to rear following demolition of existing rear extension, replacement windows to rear and internal alterations (Retrospective Application)</a>	<b>SUGGESTED RESPONSE</b> Although Beverley Town Council reconfirms that it has no objection to this application, it notes with disappointment that this has been submitted retrospectively.
21/01330/STPLF	Beverley Parklands Amenity Land Beverley Parklands Beverley East Riding Of Yorkshire	Woods	<a href="#">Erection of 43 dwellings with associated works and infrastructure</a>	<b>NOTE</b> As this is a larger strategic planning application, an extension for comments has been request from 2 <sup>nd</sup> June to 9 <sup>th</sup> June, to enable Full Council to consider it on 7 <sup>th</sup> June. However, it has been added to this agenda to cover the possibility of the extension request being rejected.
21/01828/TCA	7 Minster Moorgate Beverley HU17 8HP	MS	<a href="#">MINSTER AREA CONSERVATION AREA - Fell 1 no. Acacia tree (T1) due to the tree outgrowing the very small rear garden</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application, on the provision work is carried out a time that will have the least negative impact on wildlife and that for every one tree removed, two trees of a suitable age and variety will be planted as replacements.
21/01399/CLP	34 Coltman Avenue Beverley HU17 0EY	MN	<a href="#">Certificate of Lawfulness for the erection of a single storey extension to rear and alterations to existing sun lounge</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01416/PLF	100 Chestnut Avenue Beverley HU17 9QU	SME	<a href="#">Construction of dormer window to front</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01473/PLF	36 Manor Road Beverley HU17 7BL	SME	<a href="#">Erection of single and two storey extension to side and rear, with porch extension to front</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.
21/01476/PLF	43 Burden Road Beverley HU17 9LH	MN	<a href="#">Erection of two storey extension to side and rear, following demolition of existing extension to rear</a>	<b>SUGGESTED RESPONSE</b> Beverley Town Council has no objection to this application.

- 7. Relationship between Beverley Town Council and the Beverley Pasture Masters**  
To receive an update on progress made to date (Cllr Tucker to report).
- 8. Compost Toilet**  
To consider a request from the Community Allotment Group to move the compost toilet from the compound to their plot so usage can start. (Note: Councillors need to consider whether or not the time is yet suitable given some Covid-19 restrictions are still in place)
- 9. Town Maintenance Contractors**
  - (a)** To receive a short update regarding the initial work of the town maintenance contractors (Acting Town Clerk to report).
  - (b)** To consider requesting the contractors to carry out a full inventory of Town Council assets to help fulfil issues raised by the Internal Audit.
- 10. Inclusive Garden Project**  
To consider a proposal to allow an Inclusive Gardening Support Project to use Sparkmill allotment plots originally earmarked for community support (see attached).
- 11. Saturday Market Place**  
To discuss the temporary pedestrian area in Saturday Market Place so as to provide comments and feedback to East Riding of Yorkshire Council Ward Councillors.
- 12. Town Council Office Telephones System**  
To consider a request from the Acting Town Clerk for the Town Council to seek a new internal telephone system (Acting Town Clerk to report).
- 13. Angel Square Bicycle Racks**  
To receive information regarding Council's plans to install new bicycle racks in Angel Square (Acting Town Clerk to report).
- 14. Parish Planning Meeting**  
To consider sending representation to the Annual Town and Parish Council Planning Liaison Meeting (see attached.)
- 15. Library Gardens**  
To receive information regarding a potential project to regenerate the Library Gardens on Champney Road (The Chair to report)

**Proposal to Beverley Town Council concerning Inclusive Gardening Support Project (IGSP)**

The purpose of this project would be to increase Inclusion for people in the Beverley area who have one of the following needs or conditions:

- Autism or Asperger syndrome
- Mental Health difficulties
- Significant or severe difficulties with learning and/or communication

(All requests to be involved to be considered on individual circumstances and need. I was thinking initially about the age range 8 to 18 for school pupils and then 18+ sessions at other times)

The intended outcomes would be:

- To create an environment for enjoyable engagement and learning
- To give those with a high level of need a place to be included and for their support person (were already in place) to engage with them through horticultural tasks
- To promote inclusion in the local community for people who might otherwise be isolated or in need of care outside the area
- To promote independence and employment skills
- To use the principles of Intensive Interaction to improve communication skills in people who are often hard to reach

The place

I would like to propose the use of two Town Council allotments (as and when these may become available) which a working group would prepare for the use by service users. Once the plots are ready for cultivation the service users could start to make visits.

Organisations or people are likely to take up placements:

- Schools and colleges
- Child and Adolescent Mental Health workers
- 0-25 SEND Team
- Adult Mental Health Services
- Family/carers

Next steps:

- Discussion with Town Council
- Some scoping work by me and others to see if there is a need for this project
- Some scoping work to see how many people in our community could donate time to this project
- Some evaluation of cost and how to manage such a project
- Writing specific outcomes
- Identify partnership organisations
- Identify any Health and Safety and also Safeguarding requirements
- Develop an Inclusion Policy and Charter





County Hall Beverley East Riding of Yorkshire HU17 9BA Telephone (01482) 393939  
www.eastriding.gov.uk  
Stephen Hunt Head of Planning and Development Management

**Your Ref:**  
**Our Ref:** SH/DS  
**Enquiries to:** Stephen Hunt  
**E-Mail:** Stephen.hunt@eastriding.gov.uk  
**Tel. Direct:** (01482) 391740  
**Date:** 17 May 2021

By Email

Dear Sir / Madam

### Annual Town and Parish Council Planning Liaison Meetings

I would like to invite up to 4 members of the Town/Parish Council to attend one of our annual Town and Parish Council planning liaison meetings which will be held remotely via Zoom, at the following dates and times:

Tuesday 22 June 2021 - 5:00pm  
Thursday 24 June 2021 - 10.00am

The meetings will last no more than 2 hours. The aim of these meetings is to provide an update on various town planning matters. A draft agenda for the meetings is as follows. Please let me know if you have any further issues or items for the agenda that you would like to discuss:

1. Welcome and Introductions
2. How the department has functioned during the Covid pandemic and service updates
3. Changes and updates to Planning Legislation
4. Material Planning Considerations when responding to planning applications
5. East Riding Local Plan Update
- 5 Any Other Business

I hope that there will be interest in attending one of the sessions and would be grateful if you could contact Debbie Sutor by e-mail at [deborah.sutor@eastriding.gov.uk](mailto:deborah.sutor@eastriding.gov.uk) to confirm the names and email addresses of who you would like to attend.

I will circulate the final agenda and Zoom link to attendees prior to the meeting.

Yours faithfully

Stephen Hunt MRTPI  
Head of Planning and Development Management

Alan Menzies

Director of Planning and Economic Regeneration