



## Planning, Property & Services Meeting

9<sup>th</sup> March 2021

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), D Boynton, I. Gow, D. Tucker, A. Willis and L. Johnson (substitute for Cllr T. Astell).

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

### 145/20: Introduction

**145.1: The Chair to explain that the meeting is being live-streamed on You Tube via Zoom.**

The Chair explained that the meeting is live-streamed on You Tube.

**145.2: The Chair to explain meeting protocol in terms of using remote technology.**

The Chair reminded the meeting of the protocol in use for remote technology.

### 146/20: Apologies for Absence

Apologies of absence were received from Councillors T. Astell, D Horsley and C Wildey.

### 147/20: Declarations

**147.1: 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.**

There were no declarations of interest.

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

There were no dispensations.

**148/20: To approve and sign the minutes of Planning, Property and Services Committee held on Tuesday 16<sup>th</sup> February 2021 (see attached).**

**Resolved:** *That the minutes of the Planning, Property and Services Committee held on 16<sup>th</sup> February are approved and signed as a true and correct record.*

### 149/20: Delegated Responses

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

**Resolved:** *To note the delegated responses made by the Deputy Town Clerk 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
20/03689/PLF	27 Lairgate Beverley HU17 8ET	SMW	<a href="#">Alterations to and change of use of existing shop and storage space to form 7 residential apartments including installation of new and replacement doors and windows, construction of a pitched roof over existing flat roof and installation of refurbished and repositioned external stairs</a>	Whilst Beverley Town Council does not object in principle to this application, it reconfirms that it urges East Riding of Yorkshire Council to ensure these apartments are classified as affordable.
21/00318/PLF	East Lane End East Lane Beverley HU17 7AD	SMW	<a href="#">Erection of single storey extension to link dwelling to garage and additional alterations</a>	Beverley Town Council has no objection to this application.
20/03660/PLF	Laura Ashley 36 - 40 Toll Gavel Beverley HU17 9AR	SMW	<a href="#">Change of use from a retail shop (Class E) to a mixed-use restaurant (Class E) and take away (Sui Generis), installation of external extraction duct to rear following removal of existing flue, and alterations to shop front, including installation of awnings</a>	Beverley Town Council welcomes the removal of the synthetic grass wall from the application and has no further objections.
21/00225/PLF	WHSmith Books 6 - 8 Toll Gavel Beverley HU17 9AJ	SMW	<a href="#">Installation of a roller shutter to front (retrospective application)</a>	Beverley Town Council does not object in principle to the application to install a roller shutter, but objects to the style and design being used. Rather than a solid blind, a latticed or slatted one would be more in keeping with those installed on other properties in the area. The Town Council also expresses disappointment that this application is retrospective and that the applicant did not have the courtesy to submit the application and await approval before the work was carried out.
21/00538/TCA	11 New Walk Beverley HU17 7AE	SMW	<a href="#">NTH BAR WITHOUT CONSERVATION AREA - Remove 1 no. Ash tree (T1)</a>	Beverley Town Council objects to this application, as there is no narrative explanation for the reason for the removal of this tree. However, if East Riding of Yorkshire Council grants permission, it should be do so on the condition a new tree is replanted to replace the ash.
20/03918/PLF	Navigation House 3 Spencer Street Beverley HU17 9EG	SME	<a href="#">Conversion and installation of roof lights to existing garage to create reception area and storage space in connection with existing office accommodation, repainting of windows,</a>	Beverley Town Council has no objection to this application, on the condition the sound from the air conditioning units do not negatively impact on residents.



			<a href="#">installation of 2 air conditioning condenser units to rear and associated works</a>	
21/00463/TCA	27 Woodlands Beverley HU17 8BT	SMW	<a href="#">WESTWOOD AREA CONSERVATION AREA - Crown reduce 1 no. Holly tree by 3 metres; Crown reduce 2 no. Plum trees by 1 metre due to trees overgrowing neighbour's trees</a>	Beverley Town Council has no objection to this application, on the condition work is carried out at a time that will have the least negative impact on wildlife.

**150/20: 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.

*Resolved: That the Committee submits the following responses to the applications listed*

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Committee Approved Responses
21/00035/PLF	Jacksons Vehicle Dismantlers Barmston Road Beverley HU17 0LA	MS	<a href="#">Change of use from Scrap Yard to vehicle goods yard (42 vehicles and 41 trailers), siting of a two storey office block and single storey training classroom and 3 shipping containers for storage following levelling of ground and installation of hardcore to entire site</a>	Whilst Beverley Town Council has no objection in principle to the office block and training facility, it expresses great concern regarding the significant increase of large vehicles on and off site, and in particular access to and from Barmston Road via the already busy and congested Swinemoor Lane. The Town Council also notes with regret, that whilst this application is not being submitted retrospectively, substantial work on site is already under way
21/00231/PLB	Jack Wills 59 Saturday Market Beverley HU17 8AQ	SMW	<a href="#">Proposed re-roofing of entire building with slate to front and red clay pantiles to rear, installation of dark grey timber framed double glazed roof lights (RL1-8 and RL11-12) and dark grey PPC aluminium framed double glazed roof lights (RL9-RL10), re-construction/refurbishment of existing dormer and installation of dark grey PPC aluminium framed double glazed window and associated internal works including new plasterboard ceilings to all areas on second floor</a>	Beverley Town Council has no objection to this application.
21/00028/PLF	96 Highfield Road Beverley HU17 9QS	SME	<a href="#">Part change of use of existing garage to be used as a dog grooming parlour</a>	Beverley Town Council has no objection to this application.



20/02485/TELCOM	Land East Of 63 Coltman Avenue Beverley HU17 0EZ	MN	<a href="#">Erection of a 15m high telecommunications pole with built-in cabinet, 3 separate cabinets and ancillary works</a>	Whilst Beverley Town Council appreciates such installations sometimes cause concern, it also acknowledges the need for developments of this kind to enhance Beverley's communications infrastructure, so therefore has no objection to this application.
21/00549/PLF	44 Cartwright Lane Beverley HU17 8LT	SMW	<a href="#">Erection of single storey extension to rear</a>	Beverley Town Council has no objection to this application, on the condition the extension does not negatively impact on direct neighbours.
20/04327/PLF	The Rose And Crown North Bar Without Beverley HU17 7AB	SMW	<a href="#">Construction of 3 roof lights in roof at rear and construction of boundary gate and posts to front (part retrospective application)</a>	Beverley Town Council has no objection to these applications
20/04327/PLF	The Rose And Crown North Bar Without Beverley HU17 7AB	SMW	<a href="#">Construction of 3 roof lights in roof at rear, construction of opening on second floor roof void to increase hotel accommodation, brick up existing roof void access and insertion of steel beams to support floor joists, brick up existing ground floor door to rear and construction of boundary gate and posts to front (Part retrospective application)</a>	

## 151/20: Planning, Property and Services Committee Organisations/Management

### 151.1 Public Attendance to Speak on Planning Applications

To consider how to best to formalise rules for members of the public wishing to speak on planning applications (Deputy Town Clerk to report).

The Deputy Town Clerk will draft wording for approval at the next Planning Property and Services Committee. Wording to include:

One person to speak in favour of an application for three minutes;

One person to speak against an application for three minutes;

A Ward Councillor to speak on an application for three minutes;

Registration to speak to be given to the Deputy Town Clerk by Friday in the week prior to the Planning, Property and Services Committee

No questions to be given or answered.

Representations to be verbal and no further written/picture evidence to be provided

### 151.2 Scheme of Delegation

To consider revisions to the Planning, Property and Services Committee section of the Scheme of Delegation (see attached).

The Chairman asked the Committee to consider revisions required to be considered at the next meeting.



**152/20: Environment and Sustainability Issues**

To consider Environment and Sustainability Issues relating specifically to the work of the Planning, Property and Services Committee, which will feed into an overriding policy for the Town Council.

The Committee referred this item back to the Policy and Finance Committee to draft a policy for this Committee to comment on and feed into. Councillors to refer ideas to the Chair of Policy and Finance.

**153/20: Allotment Rents**

To consider the allotment rents process and related matters (Deputy Town Clerk to report).

**Proposed:** Councillor P Astell **Seconded:** Councillor Tucker

**Resolved:** *That tenants will be charged the full rent for the allotment rent year 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 and that the Deputy Town Clerk is given authority to waive payment of rent by those tenants of plots affected by flooding.*

**154/20: Flooding on Keldgate**

To receive an update on recent flooding issues on the Keldgate allotment site (Deputy Town Clerk to report).

The Deputy Town Clerk reported on a recent site visit with Yorkshire Water when it had been identified that Yorkshire Water are responsible for an under drain running under the site. This provides drainage from the St Giles Croft and Westwood areas. When rainfall is heavy, the under drain cannot cope and water bubbles up flooding the Keldgate site. Yorkshire Water will undertake more investigation and it could take some time before work is completed. This will be on the next agenda.

Councillor Johnson left the meeting at this point.

**155/20: Heritage Open Day**

To receive an update on the allotments being involved with Heritage Open Day on Saturday 11<sup>th</sup> and Sunday 12<sup>th</sup> September 2021 (Deputy Town Clerk to report).

Councillor P Astell, the Deputy Town Clerk and the Admin Assistant had met with Barbara English and Rosie Ryan from the Civic Society. The Civic Society wish to hold a Heritage Open Day on the Queensgate Allotment site and will provide banners, volunteers and man it. They will publicise it and are Covid aware.

**Proposed:** Councillor P Astell **Seconded:** Councillor Tucker

**Resolved:** *That the Heritage Open Day will take place at the Queensgate Allotment site on 11<sup>th</sup> and 12<sup>th</sup> September 2021.*

**156/20: Grit Bin Request**

To consider a request to purchase a new grit bin, to be located outside the Cherry Tree Centre (Deputy Town Clerk to report).

Recently, there had been slips, trips and falls outside the Cherry Tree Centre where there was an increase in users due to a new foodbank there.

**Proposed:** Councillor P Astell **Seconded:** Councillor Tucker

**Resolved:** *that the Council provides a grit bin outside the Cherry Tree Centre in the sum of £357 plus VAT.*

**157/20: To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).**

**Resolved:** *That the public be excluded from the meeting on the grounds that confidential information in relation to business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).*

The Deputy Town Clerk stopped the live-stream to You Tube and the recording stopped.



**158/20: Town Maintenance Contract**

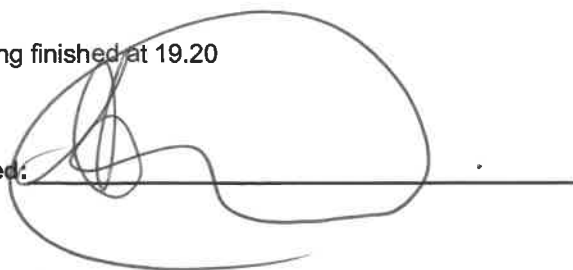
To finalise the contract for an ongoing Town Maintenance Service.

**Proposed:** Councillor P Astell **Seconded:** Councillor Tucker

**Resolved:** *That the Town Maintenance Contract is approved subject to amendments clarified by ERNLLCA and that officers operate it as necessary.*

Meeting finished at 19.20

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

A large, cursive handwritten signature in black ink, written over a horizontal line. The signature is somewhat abstract and loops around the line.

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

12/4/21