



Minutes of the Planning, Property & Services Meeting

20th April 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 Horsley, L Johnson (Substitute for Cllr T Astell), D Tucker, C Wildey and A Willis.

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

171/20: Introduction

171.1: 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.

171.2: 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.

172/21: Apologies for Absence

Apologies were received from Councillors T Astell, D Boynton and I Gow.

173/20: Declarations of Interest

173.1 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.

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

There were no dispensations.

174/20: To note the minutes of Planning, Property and Services Committee held on Tuesday 30th March 2021 (previously circulated, approved and signed at Full Council on Monday 12th April 2021).

The Committee noted the minutes of the Planning, Property & Services Committee held on 30th March 2021.

Resolved: To alter the order of the Agenda as the Chair had to leave early to attend another meeting.

175/20: Town Council Maintenance Contract

To resolve final issues regarding the new Town Council Maintenance Contract (Deputy Town Clerk to report).

The Deputy Town Clerk reported that JB Rural hold £10 million cover for public liability insurance. ERNLLCA recommend £15 million to match the Town Council's and the NFU recommend £10 million cover.

Proposed: Councillor Willis **Seconded:** Councillor Tucker
Resolved: To approve JB Rural hold £10 million public liability insurance cover.

176/20: Summer Watering/Planting

To consider Beverley in Bloom's request for the Town Council to support the summer watering of their displays and any other matters relating to summer planting.

The Deputy Town Clerk reported that he had endeavoured to obtain three quotes for the work for the three tier planters and delivery, maintenance and watering of the hanging baskets. One company had delayed quoting until later which was now too late, one company did not work in this area and one company had quoted.

Plantscape quoted £2136 plus VAT for the tiers, £2108 for the hanging baskets, and £3097 for watering. Carriage is £120. This totals £7441.

Resolved: To approve the quote of £7441 from Plantscape for the summer watering/planting.

Beverley in Bloom have asked the Town Council to assist with watering their barrier planters etc. Beverley in Bloom are going through the transition period so that they will stand alone but have not yet had the chance to apply for a partnership grant as the scheme is not up and running yet.

Resolved: To add in the Beverley in Bloom planters to the watering schedule as they are on the route, to show support for Beverley in Bloom and to liaise with Plantscape.

Councillor Wildey arrived at the meeting at 6.50 pm.

177/20: Allotments Update:

177.1 Waiting List Update (Deputy Town Clerk to report)

The Deputy Town Clerk reported that there were 52 applicants on the waiting list from within the town boundaries, of which 7 have been offered a plot, 13 already have half a plot. 32 had neither half a plot or an offer of a plot. There are 29 on the list from outside the parish. Rent letters will go out this week. The vast majority of plots were being cultivated.

177.2 Vehicle on Allotments (Deputy Town Clerk to report)

The Deputy Town Clerk reported the issue at Queensgate allotments where vehicles being driven onto the site had caused damage to the main pathway. Large tyre tracks have caused deep ruts and damage to adjoining plots causing uneven ground to walk on and cut the grass. Tenants had been asked to refrain from driving onto the site and some tenants had complained as they cannot have manure etc delivered.

Resolved: to allow vehicles onto site at the moment but tenants must make good any damage caused. To ask tenants to be considerate, take into account weather conditions and the Committee will monitor this and review it again in a year.

Councillor Astell left the meeting at 7 pm. Councillor Tucker took the Chair for the remainder of the meeting.

177.3 Bonfires – environmental advice from ERYC (Deputy Town Clerk to report)

The Deputy Town Clerk has written to Pollution Services at ERYC for advice. ERYC has declared a climate emergency and changing practicalities may take time to implement. Letters to tenants will include advice and the Committee will monitor this and review it again.



178/20: Benches

To receive an update regarding the potential of Beverley Town Council taking on maintenance responsibility for specific town centre benches, following a site meeting with ERYC officers on Monday 19th April (Deputy Town Clerk and Chair to report)

The Deputy Town Clerk reported on a site visit in the town centre with ERYC Officers to determine the responsibility for benches. All the benches are owned by ERYC. Some have the town crest on as agreed with a developer in the past when the town centre was re-paved. A good relationship with ERYC had developed which will help in the preparation of an accurate inventory.

The Deputy Town Clerk reported that if benches needed to be repaired, ERYC will undertake the work. Beverley Town Council will undertake maintenance work to benches through a rolling process with contractors to spruce up benches and paint/stain/varnish as necessary. Replacement benches can be taken on a case-by-case basis by the Town Council.

179/20: Relationship between Beverley Town Council and the Beverley Pasture Masters

To consider how best to strengthen the relationship between Beverley Town Council and the Beverley Pasture Masters (Cllr D. Tucker to report)

Councillor Tucker reported that the Westwood had been in the press recently. The Town Council wished to offer support to the Pasture Masters which is a centuries old, ancient, independent Order. The Town Council has no ownership or management responsibilities of the Westwood but wished to offer support only. The Mayor presides over the election of the Pasture Masters each year.

A small group of Councillors (Councillors Tucker, P Astell, Wildey, Johnson and Willis) will make an initial approach to see if the Council can help.

180/20: 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 by the Deputy Town Clerk to the planning applications listed.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Delegated Response
21/00309/PLB	53 Minster Moorgate Beverley HU17 8HP	MS	Erection of single storey extension to rear, renovation of existing dormer window and installation of rooflight to rear, insulated walls and floors to ground floor level, replacement of defective timber windows and associated internal alterations	DELEGATED RESPONSE Beverley Town Council reconfirms that it has no objection to this application, but only on the condition the continued concerns of the Conservation Officer are satisfactorily addressed.
21/00139/PLF	Unit 9 To 14 The Trade Yard Swinemoor Industrial Estate Barmston Road Beverley HU17 0LA	MN	Display of 3 no. externally illuminated fascia signs (retrospective)	DELEGATED RESPONSE Whilst Beverley Town Council has no objection in principle to the fascia signs, it is disappointed the applicant is making this submission retrospectively, rather than seeking planning permission before work was carried.
21/01066/TCA	54 North Bar Without Beverley HU17 7AB	SMW	NORTH BAR WITHOUT CONSERVATION AREA - Remove Holly tree (T1) due to excessive shading and low amenity value; Unknown species (T2,T4), Holly	DELEGATED RESPONSE Beverley Town Council has no objection to this application, on the provision work is carried out a time that



			tree (T3) and Conifer tree (T5) hard prune to reduce shading	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.
21/00870/PLF	1 Oak Close Beverley HU17 9RG	SME	Erection of a two storey extension to side and single storey extension to rear following demolition of existing garage and conservatory	DELEGATED RESPONSE Beverley Town Council has no objection to this application.
21/01125/TCA	31 Woodlands Beverley HU17 8BT	SMW	WESTWOOD AREA CONSERVATION AREA - Crown lift Ash (T1) to 6m including removal of full branch cluster at 5m, AGL hanging over the road and ensure telephone cables have a clear run through canopy. Crown-clean Sycamore (T2) and reduce limb at 6m, AGL projecting north-east by approx. 4m to a suitable junction and ensure telephone cables have a clear run through canopy. Crown lift Silver Birch (T3) to 6m clear, crown-clean throughout particularly extensive deadwood on northern side and reduce major unbalanced limb extending east by approx. 5-6m to a suitable junction	DELEGATED RESPONSE 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

181/20: 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

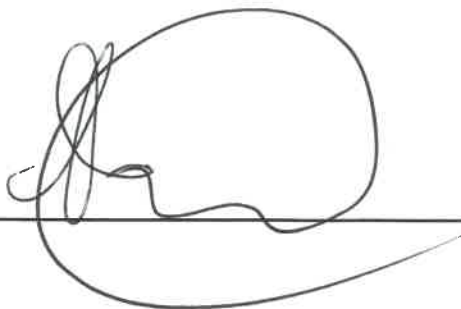
Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Committee Approved Responses
21/00916/PLF	44 Wood Lane Beverley HU17 8BS	SMW	Erection of single storey extensions to side and rear following removal of existing chimney and installation of rooflight to rear	Beverley Town Council has no objection to this application.
21/00912/PLF	45 Norwood Grove Beverley HU17 9HR	SME	Erection of a two storey side extension	Beverley Town Council has no objection to this application, on the condition the extension does not negatively impact on neighbours.
21/01221/TCA	62 Westwood Road Beverley HU17 8EJ	SMW	WESTWOOD AREA CONSERVATION AREA - Crown reduce 2 no. Silver Birch trees (1 & 2) by 1 metre and remove ivy; Remove 2 no. self-seeded Ash trees (3 & 4)	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.
21/00956/PLF	18 Minster Avenue Beverley HU17 0NL	MS	Erection of boundary wall	Beverley Town Council has no objection to this application.



21/01001/PLF	46 Westwood Road Beverley HU17 8EJ	SMW	Erection of single storey extension to rear	Beverley Town Council has no objection to this application.
21/00780/PLF	The Bistro Colonial House Swinemoor Lane Beverley HU17 0LS	MN	Change of use from office to cafe/restaurant (retrospective)	Whilst Beverley Town Council has no objection in principle to this application, it would like clarification regarding the provision of disability friendly toilets – whilst male and female conveniences appear in the plans there is no direct reference to those for customers with disabilities, or are these incorporated within the gendered facilities?
21/00860/PAD	Laura Ashley 36 - 40 Toll Gavel Beverley HU17 9AR	SMW	Display of internally illuminated hanging sign to front and 2 internally illuminated signs inside front windows	Beverley Town Council has concerns regarding this application and supports the comments of the Conservation Officer. The Town Council appreciates the difficult balance between encouraging new businesses whilst preserving the conservation nature of the locale. Therefore, we advise the applicant revisits the nature of the protruding sign and follows the recommendations of the Conservation Officers regarding the internal signage.
21/01354/TCA	30 Wood Lane Beverley HU17 8BS	SMW	WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Whitebeam tree (T1) due to close proximity to the wall and neighbouring trees that have been crowded out; Fell 1 no. Whitebeam tree (T2) due to close proximity to the wall and branches overhanging into neighbour's garden; Fell 1 no. Holly tree (T3) due to close proximity to neighbouring trees; Crown reduce 1 no. Gingko Biloba tree (T4) by 1.5 metres in height and 0.6 metres in width and re-shape due to close proximity to neighbouring trees	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.

The meeting finished at 7.33 pm

Signed: _____



Date: _____

04/05/21

