

## **Minutes of the Planning, Property & Services Meeting**

**22<sup>nd</sup> June 2021**

**6:30pm via Zoom**

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

**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 delegated 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

**Present:** Councillors P Astell (in the Chair), A Healy, D Horsley, D Tucker, I Gow, A Willis, C Wildey and Councillor Johnson (substitute for Cllr D Boynton).

**In Attendance:** Matthew Snowden (Acting Town Clerk) and Libby Woodhouse (Administrative Officer)

### **16/21: Introduction**

The Chair explained that the meeting is being live-streamed on You Tube via Zoom and detailed the meeting protocol in terms of using remote technology.

The Chair welcomed Councillor A Healy to her first meeting since being elected to the Council.

The Acting Town Clerk explained Delegation of Duties.

### **17/21: To Receive Apologies for Absence.**

Apologies were received from Councillor D Boynton

### **18/21: Declarations:**

**18.1: 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.**

Councillor I Gow declared an interest in planning application 21/01452/PLF as he lives next door. The response to this application was determined prior to the meeting by the Acting Town Clerk and the Chair of the Committee as a delegated response and Councillor Gow did not comment on the application.

Councillor Johnson declared an interest in planning application 21/01454/PLF and 21/01455/PLF as she had discussed the application with the applicant in her role as a Ward Councillor. The response to this application was determined prior to the meeting by the Acting Town Clerk and the Chair of the Committee as a delegated response and Councillor Johnson did not comment on the application.

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

There were no dispensations.

**19/21: To note the minutes of the Planning Property and Services Committee Meeting held on Monday 25<sup>th</sup> May 2021** (previously circulated, approved and signed at Full Council on Monday 7<sup>th</sup> June 2021).

The Committee noted the minutes of the Planning Property and Services Committee Meeting held on Monday 25<sup>th</sup> May 2021.

**20/21: Delegated Responses**

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

The Committee noted the delegated responses made by the Acting Town Clerk to the planning applications as listed.

Councillor Wildey arrived at 6.40 pm.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Delegated Response
21/01450/PLF	30 Waltham Court Beverley HU17 9JF	SMW	<a href="#">Erection of single-storey extensions to side and rear</a>	Beverley Town Council has no objection to this application.
21/01424/PAD	Unit 5-6 Flemingate Centre Flemingate Beverley HU17 0NQ	MS	<a href="#">Display of 3 internally illuminated fascia signs, 1 non-illuminated projecting sign and new vinyl window graphic signs</a>	Beverley Town Council has no objection to this application.
21/01469/PLF	27 Outer Trinities Beverley HU17 0HN	MS	<a href="#">External alteration to detached garage to allow use as an office</a>	Beverley Town Council has no objection to this application.
21/01452/PLF	69 Swinemoor Lane Beverley HU17 0LY	MN	<a href="#">Erection of two storey extension to rear</a>	Beverley Town Council has no objection to this application.
21/01482/PLF	12 Bishops Croft Beverley HU17 8JY	SMW	<a href="#">Erection of first floor extension to side</a>	Beverley Town Council has no objection to this application.
21/01288/PLF	154 Grovehill Road Beverley HU17 0ES	MS	<a href="#">Construction of vehicular access</a>	Beverley Town Council has no objection to this application.
21/01198/PLB	17, 19 & 21 Flemingate Beverley HU17 0NP	MS	<a href="#">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 and associated internal works including re-positioning of internal walls and blocking up/creation of doorways (AMENDED PLANS)</a>	Beverley Town Council reconfirms it has no objection to this application.

20/03720/STP LF	Land North Of East Riding Community Hospital Swinemoor Lane Beverley HU17 0FA	MN	<a href="#">Erection of a petrol filling station and associated convenience store (Sui Generis), 2 drive thru units (Class E), associated infrastructure, 171 parking spaces and landscaping</a>	Beverley Town Council reconfirms its comments that this development will create considerable adverse impacts with yet further overdevelopment.
<p>Despite the proposed revisions, the Town Council still finds this development utterly out of keeping and questions the requirements for such facilities within this area. Regarding highways issues, there are already significant congestion concerns along the whole of Swinemoor Lane, including at the busy Swinemoor/Hull Bridge roundabout and the complexly configured Swinemoor/Grovehill/Holmechurch roundabout. The proposed site is adjacent to the natural habitat of the Swinemoor, which has already suffered from encroaching development. If given approval, this application will set dangerous precedence and open up the possibilities to erode this and other historic and important pasturelands, along with the hinterlands around them. The proposed site also lies outside the development limit for Beverley. To summarise, the Town Council resolves to recommend refusal of this planning application. Beverley Town Council strongly objects to this application and believes that this development is unsuitable for the location. Therefore, the Town Council requests that this application be called in to the relevant planning committee to ensure a full and proper debate.</p>				
21/01454/PLF	Pink Flamingo 4 Butcher Row Beverley HU17 0AB	SMW	<a href="#">Change of use from retail to dog boutique/grooming parlour</a>	Beverley Town Council has no objection to this application.
21/01455/PAD	Pink Flamingo 4 Butcher Row Beverley HU17 0AB	SMW	<a href="#">Display of 1 internally illuminated fascia sign and 1 non-illuminated hanging sign</a>	Beverley Town Council has no objection to hanging sign, but supports the concerns and suggestions of the Civic Society regarding the fascia signs.
21/00979/PAD	The Carphone Warehouse 42 Toll Gavel Beverley HU17 9AR	SMW	<a href="#">Display of 1 internally illuminated fascia sign (retrospective)</a>	Once again, Beverley Town Council is disappointed that a national chain store has chosen to submit a retrospective application.
			It regrets that due respect to the local planning system and submitting an application before the work has taken place. The Town Council is concerned regarding the increase in number of illuminated fascia of this kind, which detract from the historic nature of the town and therefore objects to this application.	
21/01047/OUT	25 Grayburn Lane Beverley HU17 8JR	SMW	<a href="#">OUTLINE - Erection of a Residential Development (up to 10 apartments) following demolition of existing dwelling and outbuildings (all matters reserved)</a>	Whilst Beverley Town Council has no objection in principle, it does raise some concerns that the number of proposed apartments could be an overdevelopment of the site.
21/01567/PLF	Land South Of Holme Church Lane Substation 4120 Beverley HU17 0QL	MS	<a href="#">Erection of a dwelling</a>	Beverley Town Council has no objection to this application.

21/02040/TC A	Adelaides Albert Terrace Beverley HU17 8JU	SMW	<a href="#">WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Sycamore tree (T1) due to extensive historic damage to the main stem and is now starting to decay to centre; Crown lift 1 no. group of mixed species trees (Holly, Cypress, Yew, Elder, Sycamore) (G3) to 8 metres in line with boundary fence from neighbouring garden to the west</a>	Beverley Town Council has no objection to this application, on the condition work is carried out at a time that has the least negative impact on wildlife and that two trees of appropriate maturity and planted to replace every one felled tree.
21/00780/PLF	The Bistro Colonial House Swinemoor Lane Beverley HU17 0LS	MN	<a href="#">Change of use from office to mixed use cafe/restaurant/bar (sui generis) and installation of outdoor seating (retrospective)</a>	Whilst Beverley Town Council has no objection in principle to this application, but is disappointed that part of this application is retrospective.
21/01633/PLF	Land East Of Cartwright Lane Substation Cartwright Lane Beverley HU17 8NB	MS	<a href="#">Erection of two dwellings and associated works</a>	Beverley Town Council has no objection to this application.
21/02123/TCA	4 Hurn View Beverley HU17 7DP	SMW	<a href="#">NTH BAR WITHOUT CONSERVATION AREA - Fell 1 no. Cherry tree as the tree is dying and has become sticky looking</a>	Beverley Town Council has no objection to this application, on the condition work is carried out at a time that has the least negative impact on wildlife and that two trees of appropriate maturity and planted to replace every one felled tree.
21/01778/PLF	13 Conington Avenue Beverley HU17 0JF	MN	<a href="#">Installation of Air Source Heat Pump and erection of bin store to front and installation of 2 roof lights to front roof slope</a>	Beverley Town Council has no objection to this application, on the condition the noise from the pump does not cause disruption to neighbours.

## 21/21: 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.

**Recommended:** That the Acting Town Clerk make the following responses to the planning applications listed.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Recommended Response
21/01492/STPLF	Land East of Woodmansey Mile Beverley East Riding Of Yorkshire	Woods	<a href="#">Erection of 306 dwellings with access from Woodmansey Mile and associated infrastructure, open space and landscaping and installation of bollards to Long Lane, Beverley</a>	Beverley Town Council strongly objects to the proposed installation of bollards on Long Lane to act as traffic calming measures.  <b>Continued...</b>



The Town Council believes such infrastructure will have a considerable negative impact on residential and business properties for which Long Lane provides vital access. It also expresses concern that bollards would block access to emergency and other essential vehicles.

However, the Town Council acknowledges the need for traffic calming measures, especially as future usage of Long Lane is likely to increase following the development of new properties. Therefore, it recommends alternative traffic calming measures be investigated that will not impair access requirements in the way bollards would.

In addition, the Town Council objects to the removal of long-established hedgerows, due to the adverse impact this action will have on nature conservation interests and biodiversity opportunities. The Town Council actively encourages the developer to incorporate more hedges, trees and grassed areas within their plans, thereby partly addressing the loss of ancient greenspaces that will be an inevitable result of this application.

The Town Council also asks the developer to keep in mind the historic nature of Long Lane, which has been an open access route for several hundred years. Therefore, it is hoped the developers appreciate why many residents care so strongly about this part of the town, due its significant role in local heritage.

21/01737/PLF	45 North Bar Without Beverley HU17 7AG	SMW	<a href="#">Erection of extension to existing garage</a>	Beverley Town Council has no objection to this application.
21/00590/PAD	Navigation House 3 Spencer Street Beverley HU17 9EG	SME	<a href="#">Display of 2 non-illuminated fascia signs and 1 non-illuminated hanging sign</a>	Beverley Town Council has no objection to this application.
21/02168/TCA	69 Lairgate Beverley HU17 8HN	SMW	<a href="#">GUILDHALL AREA CONSERVATION AREA - Crown lift 2 no. Yew trees (T1 &amp; T4) and 1 no. Purple Plum tree (T5) to 5 metres to accommodate the planting of pleached trees under the canopy of existing trees; Fell 1 no. Laurel tree (T2) and 1 no. Rowan tree (T3) to accommodate the planting of pleached trees under the canopy of existing trees</a>	Beverley Town Council has no objection to this application, on the condition work is carried out at a time that has the least negative impact on wildlife and that two trees of appropriate maturity and planted to replace every one felled tree.
21/02202/TCA	Hurn House 33 New Walk Beverley HU17 7DR	SMW	<a href="#">NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 1 no. Conifer hedge (1) by 30% to increase light for neighbouring property; Crown reduce 1 no. Sycamore tree (2) to curb line to reduce bird droppings on drive and gate posts; Crown reduce 1 no. Sycamore tree (3) to reduce overhang and to increase light and less leaf drop for house number 10 Norfolk Street; Fell 1 no. Sycamore tree (4) to avoid root damage to historic air raid shelter</a>	Beverley Town Council has no objection to this application, on the condition work is carried out at a time that has the least negative impact on wildlife and that two trees of appropriate maturity and planted to replace every one felled tree.
21/01636/PLF	68 Keldgate Beverley HU17 8HY	MS	<a href="#">Erection of an annexe/outbuilding to the rear</a>	Beverley Town Council has no objection to this application.
21/01756/PLF and 21/01757/PLB	54 North Bar Without Beverley HU17 7AB	SMW	<a href="#">Erection of timber garden room and repair works to existing roof and dormer including installation of timber sash window</a>	Beverley Town Council has no objection to this application.
21/00841/PLF	28 Admiral Walker Road Beverley HU17 8NR	MS	<a href="#">Replace boundary hedge with a 1.9 metre high by 6 metre long brick wall</a>	Beverley Town Council objects to the removal of this long-established boundary hedge, due to the adverse impact this action will have on nature conservation interests and biodiversity opportunities.

21/01657/PLF	Easi Fit of Beverley Oldbeck Road Beverley HU17 0JW	MN	<a href="#">Alterations to increase roof height to allow the creation of a first floor and alterations to elevations</a>	Beverley Town Council has no objection to this application.
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## 22/21: Christmas Lights Working Group

**22.1: To approve and sign the following minutes from the Christmas Lights Working Group:**

**22.1.1: Wednesday 14<sup>th</sup> April 2021**

*Recommended: To approve and sign the minutes of the Christmas Lights Working Group of 14<sup>th</sup> April 2021.*

**22.1.2: Wednesday 16<sup>th</sup> June 2021**

*Recommended: To approve and sign the minutes of the Christmas Lights Working Group of 16<sup>th</sup> June 2021.*

**22.2: To recommend approval of the following requests from the Christmas Lights Working group held on Wednesday 16<sup>th</sup> June 2021:**

**22.2.1: Swaby's Yard:** One lighting installation to match the other two purchased last year.

The Acting Town Clerk explained the costs will be £450.

**22.2.2: Station Square:** Two lighting installations to match as closely as possible the three re-conditioned ones purchased last year.

The Acting Town Clerk explained the costs will be £700 each totalling £1,400.

**22.2.3: Memorial Hall:** Two blanket lighting installations from Blachere in the approximate sum of £400 each to match those purchased last year – total £800 approximately.

The Acting Town Clerk explained the costs will be £800.

**22.2.4: Cross Street and the Beck Head:** To allocate a total sum of £6,000 for statement pieces at each location.

The Acting Town Clerk explained the allocation will be £6,000.

**22.2.5: Cherry Tree Centre:** To allocate a sum of £2,000 for lighting installations.

The Acting Town Clerk explained the allocation will be £2,000.

*Recommended: To purchase Christmas Lighting in the total sum of £10,650 as detailed above.*

## 23/21: Skate Park

**To consider matters relating to the Skate Park.**

Councillor D Horsley arrived at the meeting at 7.10 pm.

**Proposed:** Councillor P Astell **Seconded:** Councillor Gow

*Recommended: That the Committee recommends the Acting Town Clerk to request Full Council to approve three quotes be obtained for a Project Manager for the Skatepark responsible for consultation, tender preparation, and overseeing the work once the Council has agreed the tender with a view to this project being completed as soon as possible, ie this year or next year and grant funding to be sourced.*

The Acting Town Clerk reported he is already working with ERVAS regarding consultation.

**Councillor D Horsley left the meeting at 7.20 pm.**

**24/21: Library Gardens**

To receive an update regarding the potential restoration of the Library Gardens following a site meeting held on Wednesday 16<sup>th</sup> 2021 (Chair and Acting Town Clerk to report).

The Chair reported on a successful and positive meeting at Library Gardens between himself, ERYC Officers, the Acting Town Clerk, Kate Gray, the Civic Society, Beverley in Bloom, the Soroptimists and Alan Menzies. The gardens had been gifted to the town but were in a sorry state. Alan Menzies will draft a specification for work to be undertaken and all parties will be involved with the design and work to the site. The Town Council will take on the maintenance of the site.

**25/21: St John Ambulance Brigade Hall**

It was resolved at Full Council (Monday 7<sup>th</sup> June 2021) to delegate responsibility for this matter to the Planning Property and Services Committee, which will then report back to the next Full Council meeting.

**25.1: Overview:** To receive a general overview of the matter from the Acting Town Clerk.

The Chair explained that there had not been any movement on the sale of the Hall.

**25.2: Community Asset Nomination:** To receive an update from the Acting Town Clerk.

The Acting Town Clerk had completed a Community Asset Nomination which would give a 6 months moratorium regarding the sale of the site.

**25.3: Potential Town Council Interest:** For Councillors consider how the town the town may wish to utilise the facility should they consider purchasing it.

The Committee cannot do anything further at this stage. A further Committee meeting can be arranged at short notice if required.

**25.4: Next Steps:** For Councillors to discuss and consider what next steps need to be made, e.g. valuations, structural surveys, etc. and any costs that may be associated with this.

The Committee cannot do anything further at this stage. A further Committee meeting can be arranged at short notice if required.

The meeting finished at 7.37 pm

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

Date: 19/07/21 \_\_\_\_\_