

Wednesday 27th October 2021

To all members of the Planning Property and Services Committee

Dear Councillor,

Planning Environment and Services Committee

You are hereby summoned to attend the Planning Environment and Services Committee Meeting of Beverley Town Council to be held remotely via Zoom on **Tuesday 2nd November 2021** to commence at 6.30pm.

Yours faithfully,



Matthew Snowden
Acting Town Clerk

Notes About the Meeting

- **Delegation of Duties:** From May 2020 to 6th May 2021, the Emergency Coronavirus Act allowed Councils to meet and make resolutions via remotely technology. However, the Government decided to discontinue this from 6th May 2021 onwards. Therefore, on 12th 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>
- **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 Tuesday 5th October 2021 (previously circulated and approved at Full Council on Monday 25th October 2021).

5. Delegated Responses

To note the delegated responses submitted by the Acting Town Clerk and in consultation with the Chair of Planning Property and Services (see attached).

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 Responses/Notes (if any)
21/03884/TCA	11 New Walk Beverley HU17 7AE	SMW	NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 2 no. Yew trees by 2 metres to re-establish them as part of a boundary hedge	Beverley Town Council has no objection to this application, on the condition work takes place a time that will have the least negative impact on wild life.
21/03908/TCA	29 North Bar Without Beverley HU17 7AG	SMW	NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 2 no. Sycamore trees by removing part of the canopy extending 6-7 metres over the property to increase light into the house and outdoor seating area and to prevent branches falling and causing damage	Beverley Town Council has no objection to this application, on the condition work takes place a time that will have the least negative impact on wild life.
21/03721/PLF	1 Eden Close Beverley HU17 7HE	SMW	Erection of a single storey extension to front and side and associated works	Beverley Town Council has no objection to this application.
21/03876/PLF	14 Barnes Close Beverley HU17 0QX	MS	Construction of a double hip-to-gable roof extension and a dormer to the front increasing the roof height for additional living space	Beverley Town Council has no objection to this application.
21/03637/PLF	290 Grovehill Road Beverley	MS	Erection of first floor extension to rear with balcony, construction of dormer to rear with second storey balcony and erection of external staircase to rear.	Whilst the Town Council does object to the application, it does express some concerns regarding the loss of privacy that may be experienced by neighbouring properties due to the proposed construction of a second storey balcony.
21/03770/PAD	Asda 18 - 20 Norwood Beverley HU17 9EY	SME	Display of 2 non-illuminated projecting signs, 1 non-illuminated fascia sign, 33 non-illuminated vinyl graphic signs to existing glazing and a double sided non-illuminated post sign in car park	Beverley Town Council has no objection to this application.
21/03988/TCA	6 New Walk Beverley HU17 7AD	SMW	NORTH BAR WITHOUT CONSERVATION AREA - Crown reduce 1 no. Hornbeam (T1) by 3 metres to create balanced shape.	Beverley Town Council has no objection to this application, on the condition work takes place a time that will have the least negative impact on wild life.

21/03906/PLF	Garden Lodge 36 Wylies Road Beverley HU17 7AP	SMW	<u>Construction of single storey rear extension, installation of new windows and doors at ground and first floor, construction of terrace over flat roof garage and works to driveway fronting public highway</u>	Beverley Town Council has no objection to this application.
21/03998/TCA	Park House York Road Beverley HU17 8DP	SMW	<u>NORTH BAR WITHOUT CONSERVATION AREA - Fell 3 no. Lime trees (T1, T2, T3) because of excessive shade to garden and over planting.</u>	Beverley Town Council has no objection to this application, on the condition work takes place a time that will have the least negative impact on wild life, and that the applicant replaces the felled trees with specimens that are suitable to the location.
21/03939/PLB	Travellers Rest Coffee Shop 36 Beckside Beverley HU17 0PD	MS	<u>Demolition of outbuilding to rear (Retrospective Application)</u>	Whilst Beverley Town Council is always disappointed when applications of this kind are submitted retrospectively, it appreciates the need to remove the building due to safety concerns and on this occasion raises no objection.
21/02952/PLF	18 Woodlands Beverley HU17 8BX	MSW	<u>Erection of single storey extension to rear with roof terrace (AMENDED DESCRIPTION)</u>	Beverley Town Council reconfirms that it has no objection to this application.

7. Budget Planning

To consider aspects of the 2022-23 budget that relate to the Planning Environment and Services Committee (see attached and Acting Town Clerk to report)

8. To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to business contracts and legal matters shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

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

9. Allotment Works

To appoint a contractor to carry out work to remove debris items and fill in a large hole on the one of our allotment sites (Acting Town Clerk to report).

10. Land Ownership Issue

To receive information regarding a land ownership issue regarding of the allotment sites (Acting Town Clerk to report).

Delegated Planning – October 2021

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No	Planning Ref	Address	Ward	Application Details	Delegated Response
1	21/03303/PLF and 21/03304/PLB	117 - 119 Walkergate Beverley	SMW	<u>Replacement of existing timber double-doors to front (Walkergate) elevation with timber-framed half glazed timber sliding folding doors</u>	Beverley Town Council reconfirms that it has no objection to this application.
2	21/03684/TCA	107 Keldgate Beverley HU17 8JA	MS	<u>MINSTER AREA CONSERVATION AREA - Fell 1 no. Cedrus Deodara as the tree is pendulous, has outgrown its location, is overshadowing neighbouring gardens and reducing light into them</u>	Beverley Town Council has no objection to the application, on the provision the applicant plants a replacement tree of a suitable variety and size to replace the one felled.
3	21/02248/PLB and 21/01552/PLF	5 Flemingate Beverley HU17 0NP	MS	<u>Erection of a single storey extension to rear following demolition of existing</u>	Beverley Town Council reconfirms that it has no objection to this application, on the condition that it does not negatively impact on neighbouring properties and that any concerns which might be raised by the ERYC Conservation Officers are positively addressed.
4	21/03620/PLF	69 Norwood Beverley HU17 9HN	SME	<u>Erection of a single storey extension to rear and associated works</u>	Beverley Town Council has no objection to this application.
5	21/03109/PLF and 21/03110/PLB	15 New Walk Beverley HU17 7AE	SMW	<u>Conversion of existing integral garage to form additional living accommodation with internal and external alterations including installation of new doors and windows, erection of a detached garage, demolition of a garden wall and erection of a section of wall, a wall pier and timber gate</u>	Beverley Town Council has no objection to this application.
6	21/03310/PLF	19 Waltham Lane Beverley HU17 8HB	SMW	<u>Erection of car port</u>	Beverley Town Council has no objection to this application.
7	21/01330/STPLF	Beverley Parklands Amenity Land Beverley Parklands Beverley	Woods	<u>Erection of 35 dwellings with associated works and infrastructure (AMENDED APPLICATION: NUMBER OF DWELLINGS REDUCED AND ACCESS AND LAYOUT AMENDED)</u>	Beverley Town Council reconfirms its concerns as stated in a previous submission and urges Council to take the concerns of residents into consideration when making their final decision on this application.
8	21/03792/PLF	Maple News 6 Maple Drive Beverley HU17 9QJ	SME	<u>Erection of single storey extension to front</u>	Beverley Town Council has no objection to this application.
9	21/03750/PLF	The Highfield Highfield Road Beverley HU17 9QN	SME	<u>Erection of fixed covered pergola to front facade and siting of storage container to rear compound</u>	Beverley Town Council has no objection to this application.
10	21/03833/PLF	6 Kings Square Beverley HU17 9HH	SME	<u>Erection of a single storey extension to rear</u>	Beverley Town Council has no objection to this application.

Notes: The Acting Town Clerk will go through this document in more detail at the meeting - some parts of it need a verbal explanation to enable them to make full sense, as there are several suggested new budget lines for 2022/23 to help show true costs for different aspects rather than lumping them together. In addition, some budget lines for 2022/23 have not been added to (e.g. CCTV), as these are matters councillors need to consider in the meeting. If officers do any further work to this chart, an updated version will be circulated to councillors or shared via Zoom at the meeting by Acting Town Clerk.

Item 7

Code	Category	Item	LAST FINANCIAL YEAR		THIS FINANCIAL YEAR				NEXT FINANCIAL YEAR		Explanations/Notes	
			Budget 2020/2021 (LAST financial year)	Actual Spend 2020/21 (LAST financial year)	Budget 2021/22 PRECEPT (THIS financial year)	Budget 2021/22 RESERVES (THIS financial year)	Allotment Income 2021/22 (THIS financial year)	Projected Spend by 31/03/22 (THIS financial year)	Proposed Budget 2022/23 (NEXT financial year)	Allotment Income 2022/21 (THIS financial year)		
4270	Services	Grit Bins - New	£ 2,500.00	£ -					£ 850.00		Maximum of 2 new grit bins per year in 2022/23 proposed budget	
NEW for 2022/23		Litter Bins - New			£ 2,500.00			£ 2,500.00	£ 1,000.00			Circa 3 to 4 new bins per year in 2022/23 proposed budget
NEW for 2022/23		Grit Bin - Refills							£ 1,400.00			
4285		Town Council Asset Maintenance contractors	£ 3,000.00	£ 9,467.00	£ 17,614.00				£ 10,000.00	£ 15,000.00		JB Rural/Other contractors (including all allotment work, such as grass cutting, plot strimming, tree lopping, etc., but not including plant/floral specific contractors)
4291		Dog Waste Dispensers Scheme		£ 86.00	£ 250.00				£ 3,376.00	£ 4,000.00		
4300		Town Council Van Expenses	£ 4,000.00	£ 1,614.00	£ 4,000.00				£ 1,500.00	£ 2,000.00		
4650		Streetlighting - SLA	£ 18,000.00	£ 16,364.00	£ 18,000.00				£ 18,000.00	£ 18,000.00		
4660		CCTV - Maintenance and Power	£ 8,200.00	£ 7,347.00	£ 8,500.00				£ 8,000.00	£ 8,000.00		
4663		CCTV - Monitoring	£ -	£ 2,473.00	£ -		£ 30,000.00		£ 12,000.00	£ 12,000.00		
NEW for 2022/23		CCTV - New			£ -				£ 12,000.00			
4670		Toilet Campagin	£ -	£ 838.00	£ -	£ 10,000.00		£ 7,086.00	£ -	£ -	£ 7,086.00	
4675		Street Furniture	£ -	£ -	£ -	£ 8,000.00			£ 565.00	£ -		
NEW for 2022/23		Town Entry Signs	£ -	£ -	£ -	£ 10,000.00			£ 10,000.00			
NEW for 2022/23		Cycle Rack	£ -	£ -	£ -	£ 1,000.00			£ -	£ -		
NEW for 2022/23		Emergency plan	£ -	£ -	£ -	£ 2,000.00			£ -	£ -	Was initially £5,000 -- £3,000 wired leaving £2,000	
4647		Floral Displays	Floral Displays - Planters, Barriers, plants, planting and growing	£ 6,000.00	£ 13,271.00	£ -				£ 10,000.00		
NEW for 2022/23			Floral Displays - Shop Hanging Baskets				£ 25,800.00		£ 20,000.00	£ 5,000.00		
NEW for 2022/23			Floral Displays - Watering and Care							£ 5,000.00		
4200		Allotments	Allotments Upkeep	£ 2,000.00	£ 3,709.00					£ 3,000.00		Including New keys, fixing gates, rates, pest control, new taps (one off).
NEW for 2022/23			Allotments - Water Rates			£ 856.00			£ 500.00	£ 500.00		
4201			Allotments Rent - Queensgate	£ 1,200.00	£ 2,400.00	£ 1,200.00				£ 1,200.00	£ 1,200.00	To Beverley Consulated Charities
4202			Allotments Rent - Keld/Lairgate	£ 200.00	£ 188.00	£ 188.00				£ 200.00	£ 200.00	To ERYC
			TOTALS	£ 45,100.00	£ 57,757.00	£ 53,108.00	£ 86,800.00	£ 7,086.00	£ 99,841.00	£ 87,150.00	£ 7,086.00	
					TOTAL INCLUDING PRECEPT AND RESERVES THIS FINANCIAL YEAR =							
					£ 93,886.00							
					THE ABOVE TOTAL MINUS ALLOTMNET RENT =			£ 86,800.00				
								THE ABOVE TOTAL MINUS ALLOTMNET RENT =		£ 80,064.00		