

Minutes of the Planning, Environment & Services Meeting

5th October 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 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 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), D Tucker, A Healy, D Horsley, I Gow, A Willis and C Hopkins (substitute for D Boynton).

In Attendance: Matthew Snowden (Acting Town Clerk)

50/21: Introduction

The Chair explained that the meeting is being live-streamed on You Tube via Zoom and detailed the meeting.

The Acting Town Clerk explained Delegation of Duties.

51/21: To Receive Apologies for Absence.

The Committee received apologies of absence from Councillors D Boynton and C Wildey.

52/21: Declarations:

52.1: 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.

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

There were no dispensations

53/21: To Note the minutes of the Planning Property and Services Committee Meeting held on Tuesday 7th S September 2021 (previously circulated and approved at Full Council on Monday 20th September 2021).

The minutes were noted.

54/21: 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).

The Committee noted the delegated responses made by the Acting Town Clerk in consultation with the Chair of the Planning, Property and Services Committee to the planning applications as listed.

| No | Planning Ref | Address | Ward | Application Details | Delegated Response |
|----|-------------------------------------|---|------|---|--|
| 1 | 21/03304/PLB and 21/03303/PLF | 117 - 119 Walkergate Beverley | SME | Installation of replacement windows and doors to front with timber-framed glazed bi-fold doors and timber-framed glazed shop entrance door | Beverley Town Council has no objection to this application. |
| 2 | 21/03296/PLF | 8 St Marys Terrace Beverley HU17 8EH | SMW | Erection of a timber sliding gate to rear | Beverley Town Council has no objection to this application. |
| 3 | 21/03210/PLF | Hurn House 33 New Walk Beverley HU17 7DR | SMW | Erection of carport | Beverley Town Council has no objection to this application. |
| 4 | 21/03298/PLF | 96 Lairgate Beverley HU17 8JQ | MS | Erection of single storey extension to front and single storey and two storey extensions to rear | Beverley Town Council has no objection to this application. |
| 5 | 21/03067/PLB | 14 North Bar Without Beverley HU17 7AB | SMW | Installation of replacement sash windows and door to front | Beverley Town Council has no objection to this application. |
| 6 | 21/03219/PLF | 12 New Walk Beverley HU17 7AD | SMW | Erection of single storey detached outbuilding to front for use as a summer house. | Beverley Town Council has no objection to this application. |
| 7 | 21/03203/PLF | 24 St Marys Terrace Beverley HU17 8EH | SMW | Erection of single storey extensions to rear and construction of dormer window to rear to form a loft conversion | Beverley Town Council reconfirms that it has no objection to this application. |
| 8 | 21/02296/PLF and 21/02297/PLB | 19 North Bar Within Beverley | SMW | Change of use of part of the building from office to single residential unit (Amended Plans and Description) | Beverley Town Council has no objection to this application on the condition the concerns of the Conservation Officer are positively addressed. |
| 9 | 21/01180/PLB and 21/01179/PLF | 96 Minster Moorgate Beverley HU17 8HR | SMW | Erection of single-storey extension to the rear of 12-14 Butcher Row, internal alterations to link 10 Butcher Row to 12-14 Butcher Row and use of the linked building as a restaurant, and retention of existing flue to rear (AMENDED PLANS AND DESCRIPTION) | Town Council reconfirms it has no objection to the application, on the provision the developer agrees to liaise with ERYC Tree Officers to ensure a replacement tree is planted elsewhere to compensate for the removal of the tree that is on site. |

55/21: 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) | Suggested Responses/Notes (if any) |
|----------------|--|-------|---|---|
| 21/03391/PLF | 14 St Giles Croft Beverley HU17 8LA | SMW | Erection of single storey extension to rear following demolition of existing conservatory | Beverley Town Council has no objection to this application. |
| 21/03261/STREM | Land North of Minster Way Woodmansey HU17 0SY | WOODS | Erection of 72 dwellings (phase 2a) with associated access, parking and infrastructure following approved application 20/01988/STVAR (all matters to be considered) | Beverley Town Council raises the following concerns and objections regarding this application: 1) The impact this and related developments will have on the services and infrastructure of the town still needs to be positively addressed. The Town Council appreciates the need for additional housing, but believes this must be aligned with increases in essential services to cope with growing need. 2) The Town Council would like to see the percentage of what are classified as affordable houses increased. In addition, what guarantees are there that these will remain truly affordable and available to first-time buyers, as opposed to being purchased as buy-to-let or as an investment to quickly sell on at a higher price, therefore defeating the entire object of affordable houses? Too often the Town Council has seen houses classified as "affordable" purchased as buy-to-let and then rented out at a market rate. 3) Public Rights of Way are only detailed as indications – the Town Council requests that Public Rights of Way be detail precisely and exactly to assure their retention. If "indications" are not precise, what guarantee is there that houses, gardens, etc. will not be built across them thereby impeding future public access? All Rights of Way must be protected. 4) More details regarding drainage, water, etc. are required (at the time of consideration there were no detailed and specialist comments available). |
| 21/02952/PLF | 18 Woodlands Beverley HU17 8BX | SMW | Erection of single storey extension to rear | Beverley Town Council has no objection to this application. |
| 21/03309/PLF | 42 Warton Avenue Beverley HU17 0JB | MN | Change of Use of land to domestic garden and erection of fence to side boundary including replacement of gates following removal of existing hedges. | Beverley Town Council has no objection to this application. |
| 21/03449/PLF | 4 Goths Lane Beverley HU17 9DY | MN | Erection of first floor extension to side and pitched roof porch to front. | Beverley Town Council has no objection to this application. |

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|-------------------------------------|--|-----|---|--|
| 21/03527/TCA | 29 Newbegin Beverley HU17 8EG | SMW | <u>WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Copper Beech tree due to poor condition of tree. Dieback and damage to branches where they cross over.</u> | Beverley Town Council has no objection to this application subject to the opinion of the ERYC Tree Officer, on the condition the work is carried out at time that has the least negative impact on wildlife and that two new suitable trees are planted to compensate for the loss of the felled tree – if it is not possible to do so on site, the Town Council encourages the applicant to liaise with the ERYC Tree Officer to provide two trees to be planted elsewhere. |
| 21/03428/PAD | Highgate Dental Practice 17 Wednesday Market Beverley HU17 0DJ | MS | <u>Installation of non illuminated hanging sign and Installation of internally illuminated fascia sign</u> | Beverley Town Council has no objection to this application. |
| 21/02570/PAD and 21/02571/PLF | Filmore & Union 31 Saturday Market Beverley HU17 8BE | SMW | <u>Display of non-illuminated individual acrylic letters (Retrospective Application)</u> | Although Beverley Town Council has no objection to this application itself, it expresses disappointment that yet again a town centre business has carried out work and then applied retrospectively for planning approval. The Town Council also echoes the Civic Society's comments regarding how such work impacts the wider Market Place area. |
| 21/03626/TPO | 16 Westwood Way Beverley HU17 8GE | SMW | <u>TPO - BEVERLEY NO. 36 - 2006 (REF 996) G1. WESTWOOD AREA CONSERVATION AREA - Crown reduce 3 no. Holly trees by 2.4-3 metres and crown thin by 15% and shape due to no works being carried out on these trees in 15 years</u> | Beverley Town Council has no objection to this application, on the condition the work is carried out at time that has the least negative impact on wildlife. |
| 21/03578/PLF | 16 Woodlands Beverley HU17 8BX | SMW | <u>Erection of single storey extension to the rear with roof terrace and rear dormer replacement and construction of new boundary wall.</u> | Beverley Town Council has no objections to this application. As the proposal has been designed in conjunction with an application for the neighbouring property, this indicates that the adjoining parties are happy with this submission. |

56/21: Skate Park

To receive an update following the consultation event held by ERVAS on Friday 13th August 2021 and subsequent meetings (Acting Town Clerk to report).

The Acting Town Clerk reported that:

- The consultation event carried out by ERVAS has been successful and engaged the views of a number of young people.
- It was confirmed that ERYC cannot allow the footprint of the Skate Park to be extended, but are supportive of the refurbishment of the facility.
- During Autumn half term, ERVAS will be whitewashing the Skate Park and painting new street art with young people, to help provide an element of ownership.
- Despite the concerns of a small number of residents, the Skate Park itself was not creating anti-social behaviour – this is a wider issue that is not connected to Skate Park users.
- A recent online meeting led by ERVAS, enabled youth organisations from across the county to speak to each other – this included excellent models of youth engagement regarding Skate Parks – a further meeting is scheduled to enable people to work together and share specific ideas, etc.
- The Town Council now have £71,000 allocated to this project – because it will cost circa £150,000 there will be the need to secure match funding.
- ERVAS will help identify funding and the Acting Town Clerk will liaise with ERYC Sports and Play Development.
- The realistic timescale of the project is two years, with the next steps being to identify potential funding sources and then get quotes for the work to enable funding bids to be produced. Once the funding is all in place, a company will be engaged to carry out the work (including ongoing consultation with the user groups).

57/21: Meeting with Paul Palmer (ERYC Project Manager – Grounds and Forestry)

To receive updates from the Acting Town Clerk on the following matters discussed with Paul Palmer:

57.1: Swinemoor History Garden

- It was confirmed that ERYC will cut all overgrowth back once the project is given the green light.
- The matter is now with Geoff Mann (ERYC Housing and Safe Communities Group Manager), who is liaising with Bill Roantree in terms of how we move forward – e.g. leasing or being gifted the land.

57.2: Mudhills Play Area Upgrade

- It was confirmed that ERYC has secured £60,000 to upgrade the play equipment, but historically a big issue has been anti-social behaviour and damage to the equipment, so this will have to be positively addressed.
- The MUGA is used but does not experience damage.
- The Acting Town Clerk has contracted the Cherry Tree Community Association, to ask for their youth project to visit the site and engage with young people.
- The Acting Town Clerk has emailed Alan Frankish asking if one of the new CCTV cameras the Town Council has agreed to purchase could be located on site to afford extra security and deter such problems.

57.3: Benches (Queen Elizabeth Field)

- Whilst Paul Palmer has no objections in principle to placing benches on Queen Elizabeth Field, he advised that the anti-social behaviour and vandalism mentioned previously needs addressing first.
- In his experience, ERYC has placed a bench in the past, but within a very short amount of time it had been yanked out of the ground, dragged into the Mudhills play area and damaged beyond repair.
- A phased approach is needed – positively address anti-social issues (Cherry Tree, CCTV, etc), then upgrade the play area – once things are working well there, then introduce seating on Queen Elizabeth Field.
- He also explained consultation will be needed – we have to consider closeness of seating to houses, etc.

57.4: Tommy Planters – potential locations

- These can be placed in Jubilee Garden.
- Dependent on budget available, Acting Town Clerk to purchase one or two for that location.
- Acting Town Clerk to liaise with ERYC re planting up with same flowers as are in the rest of the Jubilee Garden.

58/21: Meeting with Youth Offending Services

To receive updates from the Acting Town Clerk following a meeting with the Beverley Youth Offending Restorative Justice Officers in relation to taking on an allotment space.

- The Acting Town Clerk reported that the Town Council has leased a large allotment plot on the Sparkmill site, which was reserved for community use, to the Restorative Justice Team.
- Councillors welcomed this initiative.

59/21: Allotment Updates

To receive updates from the Acting Town Clerk on the following allotment-related matters:

59.1: Waiting List Update

- The Acting Town Clerk reported that there were 53 residents within the Beverley Town Council boundaries on the allotment waiting list, of which 15 already have half plots and have applied for a second half. Therefore, there are 44 on the list without any sort of plot.
- The number of out of boundary people on the waiting list is 35.

59.2: Heritage Open Day

- The Acting Town Clerk reported that the Civic Society's Heritage Open Days, which included Queensgate Allotments, had been a success.
- Over the two days, over 100 people visited the site, with many allotment tenants also present.
- The Civic Society passes on thanks to the Town Council for allowing the Queensgate Allotments to form part of this popular event.

59.3: Compost Toilet (Community Allotment)

Proposal: That the Plot 22 Community Allotment be permitted to open their compost toilet for allotment tenant use, now that that they have secured insurance, risk assessments and a cleaning rota.

Proposed: Cllr Peter Astell

Seconded: Cllr Ann Willis

Recommendation: *That the proposal be approved.*

59.4: R-evolution Leaving Queensgate

- The Acting Town Clerk reported that the R-evolution charity, which had a large plot on Queensgate, no longer required it.
- The R-evolution shed and toilet have been removed.
- They have also been asked to remove the large concrete base that the shed stood on – this may take some time.
- Once the base is removed, the plot will be divided into 4 smaller plots for tenants on the waiting list.

59.5: Allotment Wall Repairs Required

- The old wall that runs along the Kitchen Lane allotments needs some repairs.
- The Town Clerk to liaise with the ERYC Conservation Officers to seek advice as to what work needs carrying out and to see if they can recommend any specialist companies to do this.

59.6: Skip Removal from Compound

- The skip in the Kitchen Lane compound has been removed following requests from residents who overlook it. It was removed in the spirit of being good neighbours.
- The skip was not currently used, as the Town Council's maintenance contractors remove all waste off site when instructed to do so.

59.7: Taps

- The Acting Town Clerk reported the need to replace taps on allotment sites.
- The plan is to replace them with new taps that have automatic release mechanisms rather than taps that are turned, along with flat spouts so hoses cannot be attached.
- The Town Council's maintenance contractors are identifying potential taps and costs.

59.8: Trees on Sparkmill

- It has been reported that trees that line Spark Mill Allotments (the opposite side to Spark Mill Lane) are causing problems for residents – shading, dropping berries into gardens causing mess, etc.
- The Town Council's maintenance contractor has been asked to schedule a programme of cutting back during Winter to address this.

60/21: Lord Roberts Road Toilets

To receive any updates (should there be any).

The Acting Town Clerk reported that the following had been sent to Alan Menzies (ERYC) regarding this matter:

“Town Councillors fully appreciate that the closure of the toilets is not up for debate, but wonder if should the Town Council be able to source funding for new toilets to be built in Lord Roberts Road Garden, would this be something ERYC would object to on principle, or depending on the exact details and planning permissions, etc., would ERYC be open to the idea?”

Councillors discussed concerns that emails such as the above are not responded to and that it would be useful for ERYC to provide contact details for specific officers, rather than having to go through a senior level and working down the chain of command.

Proposal: That the Acting Town Clerk liaises with East Riding of Yorkshire Council to discuss this and other matters that are either going un-responded to or require further discussion.

Proposed: Cllr Peter Astell

Seconded: Cllr David Tucker

Recommendation: *That the proposal be approved.*

The meeting finished at 7.20 pm

Signed: *A. G. John*

Date: *25th October 2021*