

Minutes of the Planning, Environment & Services Committee

4th October 2022

6:30pm at the Town Council Offices, Well Lane, Beverley

Present: Councillors P. Astell (in the Chair), A. Healy, I Gow, D. Horsley, G Johnson and C Wildey

In Attendance: Libby Woodhouse (Temporary Assistant Town Clerk) and Carol Oliver (Temporary Assistant RFO)

10/22: Introduction and Welcome

The Chairman welcomed everyone to the meeting.

11/22: To Receive Apologies for Absence.

No apologies of absence were received.

12/22: Declarations of Interest:

- (a) To record declarations of interest by any member of the council and officers 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.

- (b) To note dispensations given to any member of the council and officer in respect of the agenda items below.

There were no dispensations.

13/22: Approval/Noting of Previous Minutes.

The Committee noted that there were no Minutes for noting/approval.

14/22: To note Delegated Planning Applications See attached.

The Committee noted the following delegated planning responses.

Number	Address	Details	Planning Portal - Link to all info	Delegated Comments
22/02733/PLF	30 Hull Bridge Road	Erection of single storey extension to rear, installation of roof lights, construction of oriel window at first floor and alteration to roof over existing bay windows to front, addition of render to external walls and construction of boundary wall with pillars and gates to frontage following removal of existing rear extension and detached outbuilding.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02733/PLF	Beverley Town Council has no objection to this application.
22/02751/PLB	10, 12, 14 Butcher Row	Construction of new opening within internal wall at first floor.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02751/PLB	Beverley Town Council has no objection to this application.

			gov.uk/newplanningaccess/PLAN/22/02751/PLB	
22/02709/PLF	48 St Nicholas Road	Erection of single storey extension to rear/side.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02709/PLF	Beverley Town Council has no objection to this application.
22/02068/PLB	61 North Bar Within	Proposed works include upgrade all panel doors and frames to all openings within staircase enclosure; upgrade existing ceilings with intumescent paint and retention of works undertaken including re-plastering to party wall and main stairway walls; installation of new bathrooms to first and second floor with tiled flooring and associated drainage; installation of secondary glazing to first and second floor windows; installation of decorative plasterwork feature above door to sitting room; installation of additional plasterboard to ceiling in first floor sitting room.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02068/PLB	Beverley Town Council supports the objections made by the Conservation Officer and therefore objects to the application unless these matters can be positively addressed.
22/02685/PLF	9 Willow Garth	Erection of single storey extension to rear of dwelling and alterations to existing garage including extension to front, increase to height of roof and installation of rooflights and dormer window to create additional living accommodation at first floor level.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02685/PLF	Beverley Town Council has no objection to this application.
22/02543/PLB	65 and 71 Keldgate	Conversion of 71 Keldgate from vacant dwelling to a supported housing dwelling with associated external alteration.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02543/PLB	Beverley Town Council has no objection to this application.
22/02541/Reg 3	65 and 71 Keldgate	Erection of 4 supported housing dwellings with associated office accommodation, change of use of 71 Keldgate from vacant dwelling to a supported housing dwelling with associated external alterations and construction of a replacement 2.4m high brick wall to part of eastern boundary, construction of 2.1m high brick wall to part of western boundary and erection of replacement of 2.1m high close board boundary fence to part eastern, part western and southern boundaries.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02541/REG3	Beverley Town Council has no objection to this application.
22/02843/PLF	49 Flemingate	Erection of a single storey extension to the rear, and installation of replacement windows and doors.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02843/PLF	Whilst Beverley Town Council has no objection to the majority of this application, it does support the Conservation Officer's recommendation that the chimneybreast should be retained.
22/02844/PLB	49 Flemingate	Erection of a single storey extension to the rear, installation of new windows and doors, and internal alterations including removal of chimney breasts (stacks to remain), installation of new doors, and alterations to a stud wall.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02844/PLB	Whilst Beverley Town Council has no objection to the majority of this application, it does support the Conservation Officer's recommendation that the chimneybreast should be retained.
22/02760/PLF	Keldgate Manor 31 Keldgate	Change of use of 7no. residential units for the over 55s to market dwellings.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02760/PLF	Beverley Town Council expresses concern that by changing the use to "market dwellings" would contradict the entire purpose of this facility to provide much-needed residential units for the over 55s. This change will stop these properties being classed as

				“affordable” and be sold at market value. This appears to defeat the very object for which permission was originally supported by the Town Council. Therefore, Beverley Town Council would appreciate information as to why the applicant is seeking to make this change, to understand the reasoning behind it.
22/02555/TCA	7 Westwood Road	WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Lawson Cypress tree (T1) or crown reduce by removing 1 no. stem, reduce overall size, and shape to improve sun and daylight penetration to garden and adjacent gardens; Crown reduce 1 no. Silver Birch tree (T2) by 1-1.2 metres, remove 2 no. large limbs and Wisteria growth within canopy and shape to improve sun and daylight penetration to garden and adjacent gardens following request from neighbour.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02555/TCA	Beverley Town Council would prefer crown reduction rather than felling. However, if the only option is to fell, the Town Council recommends the applicant plants two new suitable species of tree to replace the one lost.
22/02732/TCA	54A Keldgate	MINSTER AREA CONSERVATION AREA - Fell 1 no. Cotoneaster tree (T1) as it is poor and overhanging the neighbouring property; Crown reduce 1 no. Swedish Whitebeam tree (T2) by 1.5 metres to clear driveway and rebalance; Crown reduce 1 no. False Acacia tree (T3) by 5 metres to reduce wind sail and to the tree to develop a smaller crown following repeated limb loss in stormy conditions.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02732/TCA	Beverley Town Council would prefer crown reduction rather than felling. However, if the only option is to fell, the Town Council recommends the applicant plants two new suitable species of tree to replace the one lost.
22/02806/TPO	9 Seven Corners Lane	TPO - YORK LODGE BEVERLEY - 1973 - NORTH BAR WITHOUT CONSERVATION AREA - Prune 1 no. Sycamore Tree (T27) Remove 3x 1st order branches to the north/northeast back to collar at 7 metres, raising crown to 7 metres. Prune 1 no. Sycamore Tree (T29) Remove 1x 1st order branch north at 6 metres back to collar. Raising crown to 7metres. The above have been specified to facilitate development and reduce any accidental damage during the construction phase.	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/02806/TPO	Beverley Town Council supports this application, which will help to ensure the trees remain healthy and strong.
22/01648/PAD	The Co-operative Food Waterside Filling Station 1 Hull Road	Display of 1 no internally illuminated canopy and fascia, 2 no internally illuminated pod signs to canopy sides, 2 no max height signs to canopy sides, 1 no non-illuminated canopy sign, 2 no aluminium shields adjoining pumps, 4 no aluminium pigs ears adjoining pumps, 2 no aluminium spreader boxes adjoining pumps, 2 no vinyl graphic logos mounted to pumps, 2 no digital stantion mounted price change units, 4 no double-sided post-mounted panel signs, and one no internally illuminated shop front fascia sign (Part Retrospective) (AMENDED PLANS AND DESCRIPTION).	https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/22/01648/PAD	Beverley Town Council supports the concerns of nearby residents, who will have to live with this proposal. The Town Council therefore objects to this application, unless a compromise can be found and the concerns of residents addressed.

15/22: Planning and Environment Applications.

The Committee’s views are sought on the following planning and environmental planning applications on which the Town Council has been consulted by the Local Planning and Environment Authority.

Resolved: That the Committee approves the following responses to the planning applications listed and wished to invite a planning officer to the meeting to inform Councillors on the guidance with respect to Solar Panels.

No	Address	Details Click on the details to go to Planning Portal	Resolved Comments
22/025 76/PLF	2A St Andrew Street	Change of use from flat to offices (retrospective application)	Beverley Town Council objects to the loss of residential accommodation space, especially as this application is being made retrospective and therefore did not allow the full planning consultation process to take place.
22/026 11/PLB	Oak House 43 North Bar Without	Installation of roof-mounted solar panels	Beverley Town Council resolved to refer this application to the ERYC Eastern Area Planning Committee due to the sensitive nature of the Grade 2 Listed Building. Whilst the Committee is sympathetic with green credentials and the cost of living, it feels that due to the Listed Building and Conservation Area status, this requires Committee consideration.
22/028 21/PLF and 22/028 22/PLB	4 Willow Grove Beverley HU17 8DS	Erection of single storey extension to rear following demolition of existing and construction of screen wall and shed following demolition of existing garage	Beverley Town Council has no objection to this application, on the provision the Conservation Officer has no concerns.
22/028 99/PLF	9 Springfield Drive Beverley HU17 9PN	Erection of single storey extension to rear	Beverley Town Council has no objection to this application, on the condition it does not negatively impact on direct neighbours.
22/029 56/PLF	1 Woodlands Beverley HU17 8BT	Erection of single storey extension to rear, construction of a new vehicular access, timber gates and hardstanding to side boundary following demolition of existing rear extension and part demolition of wall	Whilst Beverley Town Council has no objection to this application in general, it recommends that the applicant replace each tree felled as part of this extension with two new suitable varieties.
22/025 40/PLF	131 Queensgate Beverley HU17 8NJ	Erection of 7 dwellings with associated parking following demolition of existing bungalow and outbuildings	Beverley Town Council objects to this application and wishes to refer it to the ERYC Eastern Area Planning Committee on the grounds that the development will negatively impact neighbouring properties. The Contamination risk has not been dealt with satisfactorily.
22/029 61/TCA	Newbegin House 10 Newbegin Beverley HU17 8EG	WESTWOOD AREA CONSERVATION AREA - Crown reduce 1 no. Sycamore tree (T1) by pruning elongated limbs protruding beyond the crown on the north side	Beverley Town Council has no objection to this application.
22/029 29/PLB and 22/029 40/PAD	Solita Beverley 3 North Bar Within Beverley HU17 8AP	Re-painting of exterior of building and hand painted Mowgli Monkey to rear, new external lighting to fascia panel, display of 1 externally illuminated projecting sign, 1 illuminated internal hanging sign, 1 externally illuminated fascia sign, 1 non-illuminated menu board and vinyl's to windows	Beverley Town Council has no objection to the signage. However, it does express concern regarding the very dark nature of the proposed paintwork to the whole façade. Due to the large scale of the building, the proposed colour-scheme will be overly imposing and out of keeping with other properties. This is a historically important area of the town and new businesses should be sympathetic to this when choosing to move to it. Therefore, whilst the Town Council appreciates the need for the building to receive a fresh coat of paint, it recommends a colour be used that is closer to the current one and therefore more in keeping with the street scene.
22/019 67/PLF	East Yorkshire Rewind Services Limited, Unit 7 Riverview Business Centre Beverley HU17 0LD	Erection of a replacement industrial unit to include workshop, storage and administration facilities following demolition of existing	Beverley Town Council has no objection to this application.

22/029 25/PLF	12 Admiral Walker Road Beverley HU17 8NR	<u>Installation of 12 solar panels onto flat roof of existing garage</u>	Beverley Town Council wishes to refer this application to the ERYC Eastern Area Planning Committee as this application is in a Conservation Area.
22/030 77/TC A	28 Eastgate HU17 0DT	<u>MINSTER AREA CONSERVATION AREA - Fell 1 no. Purple Plum tree (T1) tree to be felled due to overgrowing its space and potential future damage to wall</u>	Whilst Beverley Town Council has no objection to this application in general, it recommends that the applicant replace each tree felled as part of this extension with two new suitable varieties.

Councillor G Johnson arrived at the meeting at 6.50 pm during the consideration of the planning applications.

16/22: To receive ERYC Correspondence on the Preparation of New Design Guidance in the East Riding.

The Committee noted the Guidance.

17/22: Litter Bins.

- (a) **To consider providing two litter bins at Tesco Garden at the request of Beverley in Bloom.**

Resolved: To approve the provision of one litter bin at Tesco Garden.

- (b) **To consider providing two new litter bins at the skatepark as the old ones are damaged and dangerous**

Resolved: To approve the provision of two litter bins at the skatepark.

- (c) **To consider a request from a member of the public for a bin on Hull Bridge Road near the snicket between Sigston Road and Coltman Avenue**

Resolved: To approve the provision of a litter bin on Hull Bridge Road near the snicket between Sigston Road and Coltman Avenue.

18/22: Planting.

- (a) **Winter planting – to consider watering once a week to start with and to re-consider with ongoing forecast - £400 per week.**

Resolved: to delegate the decision regarding watering to the discretion of Officers.

- (b) **Future planting – to consider next year's planting.**

Three quotes had been requested from contractors. One does not cover this area due to fuel costs and one did not respond despite reminders being sent.

Resolved: To approve All Aspects Garden Maintenance to undertake the Summer 2023 contract for planting, watering and maintenance in the sum of £17,500.

Resolved: To approve All Aspects Garden Maintenance to undertake the Winter 2023 contract for planting, watering and maintenance in the sum of £10,000.

- (c) **To consider that Beverley in Bloom is no longer able to look after the Mangers at the Minster**

It was reported that the Town Council owns all the planters and mangers at the Minster and Beverley in Bloom have been maintaining them. Beverley in Bloom are no longer able to do so.

Resolved: To write to the Vicar and ask if the Minster would like the mangers to remain on the railings and for the Town Council to plant them up and water them. If there is a positive response, this will be communicated to the contractor.

19/22: Allotment Issue Updates.

To receive (if any) updates regarding matters pertaining to the allotments.

(a) To note that there is a high number of reports of thefts from allotment plots being reported

The position with regard to the high number of reports of thefts from the allotments was discussed and noted. The Committee will monitor the situation.

(b) To consider a mobile CCTV camera to cover Queensgate & Kitchen Lane allotments.

It was felt that as a CCTV camera would not cover both of the allotment sites in question, the Committee did not wish to go ahead and felt that the cameras are more important elsewhere in Beverley.

(c) To fix a fence at Kitchen Lane/Queensgate along the snicket

The Committee agreed to place heras fencing along this border should there be any in the compound.

(d) To note that the Community Group Spaces to Grow has left S60, the Community Plot.

The Committee noted that the Sparkmill Community Plot was now vacant. Contractors will keep it tidy.

(e) Waiting list report

The Committee noted that there were 37 on the list for allotments within the town boundary and 40 on the list from outside of the boundary.

(f) To approve a schedule for replacement taps

The cost for replacement taps on the Queensgate site is £800, Kitchen Lane £400, and Sparkmill £1000. This includes supply and installation of new self-closing taps fitted with non-return valves, new wooden posts, any fittings as required, and removal of old taps and posts. This would be completed under Financial Regulation 11.1 a) iv by JB Rural as an extension to an existing contract as the contractor undertakes the maintenance and clearance work to the sites. The Committee deferred making a decision to the next meeting in order for virement proposals within the budget.

20/22: To receive a report from Councillor P Astell regarding the Coronation Gardens Steering Group Meeting of 28th July 2022 and subsequent meeting.

Councillor P Astell reported that he had attended the Coronation Gardens Steering Group following requests from the Group for a representative from the Town Council to replace Helen Watson. Cllr Astell reported that the Group are looking at improving the bottom end of the Gardens but not to touch the headstones. The had requested meeting room assistance.

Resolved: *That the Group can use the Meeting Room at the Town Council offices by negotiation in advance and that Cllr P Astell will attend meetings and report back to the Council.*

21/22: To report on the latest situation regarding the flagpoles (Hengate Gardens and Diamond Jubilee Gardens as approved by the Planning, Environment & Service Committee on 19/5/20 Minute 17/20).

The Temporary Assistant RFO reported that funding in reserves was still earmarked for this project and that Councillor P Astell will return the location plans with proposed locations for the flagpoles. It is unlikely that the flagpoles can be erected before Remembrance Day due to the requirement to apply to ERYC for a licence on receipt of the location plans. It was explained that the licence could take a few weeks to obtain. It was also reported that ERYC would not give permission for the Town Council crest/flag to be flown.

22/22: To discuss and resolve the way forward with the 2022 Christmas Lighting.

Councillor P Astell reported on the current issues with the provision of Christmas Lighting this year.

Proposed: Councillor A Healy **Seconded:** Councillor Wildey.

Resolved: That the full budget available for Christmas Lighting (£17,500) is available to undertake the Christmas Lighting this year and that Officers are given delegated authority to proceed the best way possible to achieve this.

23/22: To approve a replacement grit bin in the sum of £382 on Queens Road, Beverley, due to damage.

Resolved: To approve a replacement grit bin in the sum of £382 on Queens Road, Beverley.

24/22: To approve the purchase of a new video recording unit for the office on the advice of Chubb, approximately £350 (existing contract).

Resolved: Following advice received from Chubb, to approve the purchase of a new video recording unit for the office reception area that also includes the car park directly outside the office door.

25/22: To consider the Beck Project (see the attached original application form and update from the Acting Town Clerk) – Councillor P Astell.

The Committee were in agreement that on his return to work, the Acting Town Clerk will pursue this and negotiate with ERYC with regard to moving the project forward.

26/22: To consider replacing internal pipework from the gas meter to the boiler because of persistent call-outs due to boiler breakdown due to shale collecting in the pipework and stopping the boiler from functioning - £420.69 plus VAT (advice received from Pheonix Heating, existing contractor).

Resolved: To approve replacing internal pipework from the gas meter to the boiler to prevent shale in the pipework causing damage and breakdown of the existing boiler.

27/22: To purchase a new dog waste bag dispenser for Maple Drive as this is broken – Glasdon - £170 plus VAT to include delivery and post mounted bracket mounting kit (existing contract).

Resolved: To approve the purchase and installation of a new dog waste bag dispenser for Maple Drive in the sum of £170 plus VAT due to the existing one being damaged.

28/22: Do it for East Yorkshire Community Grant Funding (attached).

It was noted that due to the timeframe commitments of the grant, it was not possible for the Council to undertake an event.

29/22: To repair the broken Notice Board at Grovehill Road.

Resolved: To undertake the necessary repairs to the Grovehill Road Notice Board in the sum of £50 by JB Rural (existing contractors)

30/22: To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to business contracts/legal proceedings shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

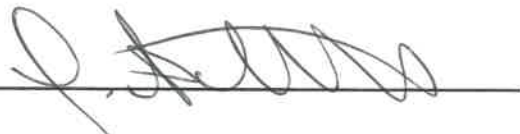
Resolved: To approve the exclusion of the public from the meeting on confidential grounds.

31/22: Rear of plot S26 – to consider a response from the ERYC Tree Officer and to resolve the issue.

Following an update received with the meeting agenda and subsequent update, the Committee felt that the Council should monitor the situation and respond to the MP along the lines of the update.

The meeting finished at 8.30 pm.

Signed: _____



Date: _____

15th NOVEMBER 2022

