

# Minutes of the Planning, Environment & Services Committee

**10<sup>th</sup> October 2023**

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

**Present:** Councillors A Healy (Chairman), D Boynton, C Giles, D Horsley, B. Morgan, A Ramsdale and J Rebecchi.

**In Attendance:** Matt Snowden (Town Clerk)

Councillor T. Astell (ERYC Ward Member for Minster and Woodmansey / Town Councillor)

Karl Rourke (ERYC Service Manager - Street Lighting, Traffic Signals and CCTV)

## **43/23: To Receive Apologies for Absence**

There were no apologies

## **44/23: Declarations:**

- (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.**

Councillor David Boynton declared a non-prejudicial interest on item 6e, due to being a member of the Beverley Town Cricket and Recreation Club.

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

There were no dispensations.

## **45/23: Previous Minutes**

To approve the minutes for the meeting held on Tuesday 5<sup>th</sup> September 2023

**Proposed:** Councillor Rebecchi

**Seconded:** Councillor Horsley

**Resolved:** *That the minutes of the Planning Environment and Services Committee of 5<sup>th</sup> September 2023 are approved and signed as a true and correct record.*

## **46/23: CCTV Update**

- (a) Update:** To receive information from Mr Karl Rourke (ERYC Service Manager - Street Lighting, Traffic Signals and CCTV) regarding proposed changes to the cost of the Service Level Agreement with Council regarding CCTV.

Mr Rourke explained that ERYC has realized that the full cost to monitor CCTV has, in essence, been subsidized for a number and that the costs are being increased for Beverley in the 2024-2025 Financial Year if the same level of service is continued.

The cost of live monitoring of each camera was due to rise to £250 per camera, per month. With 18 CCTV cameras, this would cost the Town Council a total of £54,000 per year, as opposed to the £12,500 previously charged.

**(b) Questions and Answers:** For Councillors to ask any questions regarding the update.

Much discussion was had regarding the effectiveness of CCTV, how recorded footage is used by the police, the expansion of CCTV monitoring from Bridlington to a Beverley facility and various options that could be available to the Town Council.

Mr Rourke explained that he was aware of the financial implications and that he could provide a service for the same amount as currently paid, but this would not have the breadth of live monitoring, but recording and access to footage would continue. It was also considered that the Town Council has purchased (at the request of Humberside Police) Beverley Police station a screen two years ago to the sum of £1,800 to enable them to live monitor CCTV as and when required.

Concerns were expressed that there was no level playing field across the East Riding, with some Town and Parish Councils paying directly for CCTV, whilst others have this cost funded by ERYC departments or Special Expenses.

**(c) Recommendations:** To consider any recommendations to Full Council regarding the Service Level Agreement with ERYC for CCTV

**Proposal:** That in his capacity as an ERYC Ward Member, Councillor Tom Astell to carry out discussions with ERYC and the appropriate Portfolio Holder Councillor West, to investigate concerns that there is inequality between different towns and parishes in regards to how CCTV is funded and to seek a more consistent model and charging system. However, if this is not possible, the committee recommends to Full Council on Monday 4<sup>th</sup> December 2023, that £10,800 be budgeted for CCTV to be recorded and footage made accessible upon request in the 2024-2025 Financial Year.

**Proposed:** Councillor Rebecchi

**Seconded:** Councillor Morgan

**Resolved:** That the proposal be approved and the matter placed on the agenda for Full Council on Monday 4<sup>th</sup> December 2023.

**47/23: Delegated Planning Applications**

To note the delegated planning responses (see attached) – please note that due to the September meeting recess, a larger than usual number of applications have been responded to using delegated powers.

The Committee noted the following delegated planning responses made by the Town Clerk:

Item	Planning Ref	Address	Application Details	Delegated Response
(a)	23/02462/TCA	Sessions Spa Limited Sessions House New Walk Beverley HU17 7AE	<u><a href="#">NTH BAR WITHOUT CONSERVATION AREA - Fell 1no Lime Tree as it is pushing a wall out of position, overhanging a neighbours garden and blocking light</a></u>  that will have the least negative impact on wildlife. The Town Council also requests that for every one tree felled, two new specimens are planted – if this is not possible on site, the applicant should liaise with the ERYC Tree Officer to arrange planting elsewhere.	Beverley Town Council has no objection to this application, on the condition works are carried out a time of year
(b)	23/02499/PLF	192 Norwood Beverley HU17 9JA	<u><a href="#">Erection of single storey extension to rear</a></u>	Beverley Town Council has no objection to this application.
(c)	22/01492/PLF	Bus Park Mill Lane Beverley HU17 9DH	<u><a href="#">Change of use of land from bus storage depot to a touring caravan storage yard and erection of a building to be used as a site office (Part-retrospective) (AMENDED PLANS &amp; DESCRIPTION)</a></u>	Beverley Town Council has no objection to the amended plans.

(d)	23/02148/PLB	Armstrong Massey Ltd 28A North Bar Within Beverley HU17 8DL	<a href="#"><u>Installation of red clay pantiles to rear of property to replace existing concrete roof tiles and insertion of 50mm of wood fibre insulation to roof space</u></a>	Beverley Town Council has no objection to this application.
(e)	23/02493/VAR	Potts Of Beverley 18 Flemingate Beverley HU17 0NR	<a href="#"><u>Variation of condition 4 (materials), Condition 5 (obscuring glazing and non-opening) and Condition 7 (approved plans) of planning permission 21/01656/PLF - Change of use from store to holiday cottage</u></a>	Beverley Town Council has no objection to this application.
(f)	23/02197/PLF and 23/02485/PLB	Bostonair Group Limited Norwood House Norwood Beverley HU17 9ET	<a href="#"><u>Erection of a two storey extension with glass link corridor</u></a>	Whilst Beverley Town Council has no objection to the application itself, it recommends that a condition be placed to ensure construction work is limited to day-time, weekday hours, so as to not create unnecessary disturbance to nearby residents.
(g)	23/02410/PLB	9 Toll Gavel Beverley HU17 9AA	<a href="#"><u>Removal of internal wall</u></a>	Beverley Town Council has no objection to this application.
(h)	23/02539/VAR	Soju By Sumo 36 - 40 Toll Gavel Beverley HU17 9AR	<a href="#"><u>Variation of Condition 8 (premise hours of opening) of planning permission 20/03660/PLF - Change of use from a retail shop (Class E) to a mixed-use restaurant (Class E) and take away (Sui Generis), installation of external extraction duct to rear following removal of existing flue, and alterations to shop front, including installation of awnings to allow for opening hours to be permanent</u></a>	Beverley Town Council has no objection to this application.
(i)	23/01765/PLB and 23/01764/PLF	29 Newbegin Beverley HU17 8EG	<a href="#"><u>Application of Thermotek vapour permeable system to gable end and up to one metre on front of house to control damp</u></a>	The Town Council will withhold from making comment until the concerns raised by ERYC Building Conservation are addressed.
(j)	23/01544/PLB and 23/02527/PL	54 North Bar Without Beverley HU17 7AB	<a href="#"><u>Erection of a single storey glazed extension to side with cavity brick boundary wall following demolition of existing fence and formation of courtyard (AMENDED PLANS AND DESCRIPTION)</u></a>	Beverley Town Council has no objection, on the condition ERYC Building Conservation is satisfied with the amendments.
(k)	23/01945/PAD	M&Co 40 - 41 Saturday Market Beverley HU17 8AA	<a href="#"><u>Display of externally illuminated fascia sign and externally illuminated projecting sign</u></a>	Beverley Town Council has no objection to this application.
(l)	23/02189/PLF	21 Kings Square Beverley HU17 9HH	<a href="#"><u>Erection of a single storey extension to rear of the property with flat roof and roof lantern</u></a>	Beverley Town Council has no objection to this application.

(j)	23/02687/TCA	8 Hurn View Beverley HU17 7DP	<u><a href="#">NTH BAR WITHOUT CONSERVATION AREA - Fell 1no Leylandi tree (T1) as it has outgrown its space in the garden; Fell 1no tree (3) as it has grown too big for the garden</a></u>	Beverley Town Council has no objection to this application, on the condition works are carried out a time of year
			that will have the least negative impact on wildlife. The Town Council also requests that for every one tree felled, two new specimens are planted – if this is not possible on site, the applicant should liaise with the ERYC Tree Officer to arrange planting elsewhere.	
(k)	23/02339/PLF	Adams Tyre Specialists Albion Court Beverley HU17 0QE	<u><a href="#">Erection of a five bay building for use in connection with tyre business following removal of existing block of six garages and a storage container</a></u>	Beverley Town Council has no objection tot his application, on the condition limited hours of operation are agreed, to reduce disturbance to nearby residents.

#### 48/23: 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 submits the following responses to the planning applications given below.

Item	Planning Ref	Address	Application Details	Responses
(a)	22/03331/CM	Land North West Of Ings Road Picnic Site Ings Road Molescroft HU17 7LU	<u><a href="#">Change of use of land for use as a household recycling centre (HRC) with associated engineering works, erection of a re-use shop and store and erection of ancillary office and welfare building and associated access, highway and drainage</a></u>	<b>NOTES</b> Beverley Town Council continues to strongly object to this application for the following reasons: 1) The filter road, as proposed, will be insufficient to effectively and safely cater for the amount of traffic anticipated top access the site. 2) It is an unacceptable use of a greenfield site that was not included in the Local Development Plan.
(b)	23/02577/CL E	Land North Of 191A Grovehill Road Beverley HU17 0ET	<u><a href="#">Certificate of Lawful Development to determine that a lawful start has been made to approved application reference 18/00530/PLF</a></u>	Beverley Town Council has no objection to this application.
(c)	23/02516/PL B	55 North Bar Within Beverley HU17 8DG	<u><a href="#">Installation of 6 solar panels to pitched roof and 2 solar panels to flat roof at rear</a></u>	Beverley Town Council has no objection to this application.

<b>(d)</b>	23/02566/TPO	Four Winds 41 Swinemoor Lane Beverley HU17 0JU	<u><a href="#">TPO - BEVERLEY NO. 40 - 2007 (REF 1085) T2 - Crown lift 1 no. Blue Atlas Cedar tree (T2) by removing 5 no. low branches and crown thin by 2% as they are overhanging the path and driveway are low and pedestrians are having to move around them, to allow the telephone cable to become free from the tree, and to allow some light below to allow the rest of the plants/hedges to grow</a></u>	Beverley Town Council has no objection, on the condition work is carried out a time of the year that will have the least negative impact on wildlife.
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Having declared an interested, Councillor David Boynton left the meeting room for the following item.

<b>(e)</b>	23/02437/PLF	Beverley Cricket and Recreation Club	<u><a href="#">Change of use of land for the purchasing of motor vehicles with siting of an office building (retrospective application)</a></u>  one-year trial status and to make the change of use permanent. Despite concerns raised by members of the public/residents regarding the improper parking of car transporters off-site on the public highway, there are currently no monitoring reports from ERYC to accompany this latest application, despite a request for the authority to carry these out during the trial period. It is of concern to the Town Council that these concerns will continue without proper enforcement. The Town Council is also concerned that the loss of parking spaces on site for visitors to the club facilities will result in off-site parking, which will therefore place added pressure on an already congested public highway. In addition, the Town Council considers this application to be out of keeping with the nature of the surrounding area and could set a dangerous precedence for similar applications in the future.	Beverley Town Council notes that this application is to remove the temporary
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Councillor David Boynton re-entered the meeting room.

<b>(f)</b>	23/02595/PLB	Sterling Partnership 9 Flemingate Beverley HU17 0NP	<u><a href="#">Installation of electric roller door to front following removal of existing wooden gates</a></u>	Beverley Town Council agrees with the comments made by ERYC Building Conservation and therefore, as the submission currently stands, objects to the application.
<b>(g)</b>	23/01507/PLB	19-22 Saturday Market Beverley HU17 8BB	<u><a href="#">Change of use of first and second floors of 19 and 20 Saturday Market from Retail Use Class E(a) to Café E(b), partial removal of party walls and internal walls to first and second floor levels and erection of stud walls within and between 19, 20, 21 and 22 Saturday Market, installation of air vent and demolition of single storey extension and re-roofing of existing roofs to 19 and 20</a></u>	Beverley Town Council reconfirms its previous comments of support in principle, but still requires clarification as to how the applicant will positively deal with issues relating to Playhouse Passage – or if this is addressed on the amended submission, could it receive more clarity.

(h)	23/01523/LOB VAR	Land North Of Minster Way Woodmansey HU17 0SY	<a href="#"><u>Application to modify the planning obligation in a Section 106 Legal Agreement dated 25 January 2019 relating to planning permission 16/02784/STPLF to amend the date of the provision and construction of the footbridge from occupation of any of the dwellings on Phase 2 to a date of on or before 31 August 2024; amend to include a £1 transfer fee for any surplus land once the bridge over the railway lines is completed or within two years if construction is not commenced; amend the date of submission for the Park and Ride Scheme to within three months of the DoV; amend to the trigger for the Park and Ride from 149 dwellings on Phase 2 to 120 dwellings on Phase 3 and amend the trigger for the Bus Link and Flemingate Connection from 150 dwellings on Phase 2 to within three months of completion of Park and Ride</u></a>	Beverley Town Council is extremely concerned with the request to delay the building on this vital piece of infrastructure and therefore requests that the application be called in to the next appropriate ERYC planning meeting.
(i)	23/02804/TCA	Xanadu 2 Langholm Close Beverley HU17 7DH	<a href="#"><u>BEVERLEY NORTH BAR WITHOUT CONSERVATION AREA - Crown lift 1 No. Cedar tree by 5m to reduce branches away from the house and allow more light into the property; Fell 1 No. Crab Apple tree as tree has deadwood</u></a>  least negative impact on wildlife. The Town Council also requests that for every one tree felled, two new specimens are planted – if this is not possible on site, the applicant should liaise with the ERYC Tree Officer to arrange planting elsewhere.	Beverley Town Council has no objection to this application, on the condition works are carried out a time of year that will have the
(j)	23/02892/TCA	Listed Stable Block 78 Lairgate Beverley	<a href="#"><u>GUILDHALL AREA CONSERVATION AREA - Crown reduce 1 no. Silver Birch tree to 6 metres in height, remove overhanging branches and shape to balance</u></a>	Beverley Town Council has no objection, on the condition work is carried out a time of the year that will have the least negative impact on wildlife.
(k)	23/02906/TCA	TESCO Morton Lane Beverley HU17 9DB	<a href="#"><u>NORWOOD CONSERVATION AREA - Fell 1 No. (T1) Sycamore tree as the tree is growing in to neighbouring property and causing issues; Fell 1 No. (T2) Ash tree as the tree is growing in to neighbouring property and causing issues</u></a>  the least negative impact on wildlife. The Town Council also requests that for every one tree felled, two new specimens are planted – if this is not possible on site, the applicant should liaise with the ERYC Tree Officer to arrange planting elsewhere.	Beverley Town Council has no objection to this application, on the condition works are carried out a time of year that will have
(l)	23/02706/PLB and 23/02705/PLF	Acacia House 137 Keldgate Beverley HU17 8JA	<a href="#"><u>Erection of a single storey extension to rear and alterations to kitchen area</u></a>	Beverley Town Council has no objection to this application.
(j)	23/02526/PLF	208 Holme Church Lane Beverley HU17 0QB	<a href="#"><u>Erection of 3.3m high fence to side boundary to rear (Retrospective), erection of 5.0m high elevated screen fence and infill brickwork screen to adjacent gable</u></a>	Beverley Town Council has no objection to this application.
(k)	23/01543/PLF	54 North Bar Without Beverley HU17 7AB	<a href="#"><u>Erection of a single storey glazed extension to side with cavity brick boundary wall following demolition of existing fence and formation of courtyard (AMENDED PLANS AND DESCRIPTION)</u></a>	Beverley Town Council has no objection to this application.



**49/23: St Mary's Church / Hengate Garden Consultation Event**

To select one or two committee members to represent the Town Council at a consultation evening to consider connecting St Mary's Church grounds to Hengate Memorial Gardens (see attached).

**Proposal:** That Councillors Alison Healy, David Horsley and Adrian Ramsdale attend on behalf of the Town Council and report back accordingly.

**Proposal:** Councillor Healy

**Seconded:** Councillor Boynton

**Resolved:** *That the proposal be approved.*

**Proposal:** Using Standing Order 25a, to suspend Standing Order 3w to allow the meeting to continue for a further 30 minutes.

**Proposal:** Councillor Healy

**Seconded:** Councillor Rebecchi

**Resolved:** *That the proposal be approved.*

**50/23: Exclusion of the Public and Press**

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

**Proposed:** Councillor Boynton

**Seconded:** Cllr Morgan

**Resolved:** *That the press and public be excluded from the meeting on the grounds that confidential information in relation to business contracts and personal details of individuals shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).*

**51/23: Allotments**

To consider the following matters:

**(a) Allotment Issues:** Update on specific matters.

The Town Clerk reported that reports of thefts of produce on the allotments had been reported to the police by tenants and that officers were proactively working with both the police and tenants on this matter.

**(b) School Allotment:** A request from a School for an allotment.

**Proposal:** That the allotment be offered to the original individual for their own purposes and not as a plot for the school, due to the status of the plot as one of individual tenants, not wider community use. If the individual no longer requires it, the Assistant Town Clerk to offer it to the next person on the waiting list.

**Proposed:** Councillor Rebecchi

**Seconded:** Councillor Morgan

**Resolved:** *That the proposal be approved.*

**(c) Community Herb Garden:** Use of Queensgate Plot 1B for as a Community Herb Garden.

**Proposal:** To inform the applicant that before progressing any further, they need to provide evidence that they have formed an official group with a constitution, appropriate policies (including safeguarding) and that the Town Clerk should direct them to ERVAS, which can support them in this. This will ensure the project is inline with other groups, such as the Community Plot. Once all such documents and policies are in place to the council's satisfaction, a meeting shall be organized between the applicant, the Town Clerk, Acting Town Clerk, PES Chair and PES Vice-Chair, either in-person or via Zoom, to consider how and if this project can be progressed. The Committee agreed that it has to be sure all liabilities were being covered, both for the applicant and the Council.

**Proposed:** Councillor Healy

**Seconded:** Councillor Rebecchi

**Resolved:** *That the proposal be approved.*

**(d) Allotment Rents:** Review allotment rents with the budget process.

The Town Clerk informed the committee that as part of the forthcoming budget setting processes, office would prepare information for the next PES Committee meeting regarding potential increases to allotment rents.

**(e) Sparkmill Plot 8:** Receive and approve a quote to clear Sparkmill Plot 8.

**Proposal:** That the quote from JB Rural be accepted and that this work will constitute an extension to their current contract.

**Proposed:** Councillor Boynton

**Seconded:** Councillor Rebecchi

**Resolved:** *That the proposal be approved.*

**(f) Tree Works:** To receive and approve quotes for the following.

The Town Clerk reported that quotes were still pending and the matter would be brought to the next meeting once these have been received.

Meeting finished at 8.46 pm.

Signed ..... Date .....