

Minutes of the Planning, Environment & Services Committee

7th November 2023

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

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

In Attendance: Matt Snowden (Town Clerk)
Libby Woodhouse (Assistant Town Clerk and Civic Officer)

52/23: To Receive Apologies for Absence

The Committee received apologies for absence from Councillors A Healy, C Giles, and substitutes Cllr D Healy and G Johnson.

53/23 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.**

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.

54/23 Previous Minutes

To note the minutes for the meeting held on Tuesday 10th October 2023 (previously approved at Full Council on Monday 23rd September 2023).

The Committee noted that the minutes of the Planning Environment and Services Committee held on 10th October 2023 were approved at the Full Council meeting of 23rd October 2023.

55/23 Delegated Planning Applications

To note the delegated planning responses (see attached)

The Committee noted the following delegated responses made by the Town Clerk to planning applications.

Item	Planning Ref	Address	Application Details	Delegated Response
(a)	23/02802/VAR	Land East of Adult Learning Centre Burden Road Beverley HU17 9LW	<u>Variation of Condition 14 (approved plans) of planning permission 22/03714/REG3 - Erection of 4 dwellings for affordable housing to allow for revisions to the design of the four dwellings (including footprint, roof ridge height, glazing arrangement, covered lobby and location of brick panels)</u>	Beverley Town Council has no objection to this application.
(b)	23/02610/VAR	Charlton House Grovehill Road Beverley	<u>Variation of Condition 2 (Approved Plans) of planning permission 23/00261/REG3 (Installation of automated swing gates to undercroft and pedestrian access gate to front elevation) to amend position of pedestrian access gate</u>	Beverley Town Council has no objection to this application.
(c)	23/02574/PLB	The Grapes 27 Saturday Market Beverley HU17 8BB	<u>Replacement of 2 windows to south and west elevations, replacement of existing gutters to south and west elevations, redecoration including painting of south and west elevations and replacement of existing signage to south and west elevations</u>	Beverley Town Council has no objection to this application, on the condition the concerns of the ERYC Conservation Officer are satisfactorily addressed.
(d)	DC/2001/S1Z QZ9BJ0M701	Beverley Railway Station Railway Square Beverley HU17 0AS	<u>Installation of replacement platform/footbridge end screens</u>	Beverley Town Council has no objection to this application.
(e)	23/02692/PLF	Applewood 12 Grosvenor Place Beverley HU17 8LY	<u>Erection of two dwellings with associated access, parking, and landscaping following demolition of existing dwelling</u>	Beverley Town Council has concerns regarding this application. Whilst it reduces the number of dwellings from three to two, the matter of access
			and traffic is still not satisfactorily addressed. Gosvenor Place is a very narrow, dead-end road. It has inadequate passing and turning points without having to access private land, and buildings are flush to the edge of the limited pavements. An increase in properties, be it just two or three, will bring with them more vehicles. Given the size and estimated costs of the two proposed dwellings, it is not impossible that each household will have at least two cars, therefore expecting a reduction in the number of new dwellings to also significantly reduce the number of extra cars is disingenuous. This also raises concerns regarding suitable access for building construction. The Town Council agrees with the concerns of residents and those of the Conservation Officer. Therefore, it requests ERYC carry out more detailed traffic and access reports before a decision is made. The Town Council is also disappointed that the proposed properties are of a bland design that could appear in any anonymous development and there has been little attempt to produce plans that truly add to the architectural interest of the area.	
(f)	23/02512/PLB	46 Westwood Road Beverley HU17 8EJ	<u>Replace existing roof adding a roof membrane, existing slates to be reused, replacing the damaged with slates to match existing, replace leadwork with like for like and installation of velux heritage conservation roof light to rear to replace existing glass pane</u>	Beverley Town Council has no objection to this application.

56/23 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	Resolved Comments
(a)	23/02676/ PLB	Beverley Library and Museum Champney Road Beverley HU17 8HE	<u>Construction of new internal ramp and raised access floor to ceremonial room and waiting area continuing into adjacent registrars rooms, installation of new heating system to both ground floor and first floor, new lighting, and new electrical services including audio/visual, construction of new external ramp/path including new internal doors and demolition of WC block to rear</u>	Beverley Town Council has no objection to this application. ERYC appear to taking great care to retain historic aspects of the site (for example, bookshelves), whilst also ensuring it has a new lease of life and is compliant with accessibility legislation.
(b)	23/02573/ PAD	The Grapes 27 Saturday Market Beverley HU17 8BB	<u>Display of replacement signage consisting of 1 non-illuminated Bullnose Amenity Board, 1 illuminated bullnose fascia board, 1 non-illuminated wall mounted frame with A1 snap frame, 2 non-illuminated door plaques, 2 non illuminated 'challenge 25' logo door plaques, and 1 illuminated double sided pictorial with bracket and LED trough lights</u>	Beverley Town Council has no objection to this application.
(c)	DC/2001/ S34OJ3B JOL901 and DC/2001/ S34O3XB JOL901	The Towers 1 St John Street Beverley HU17 8HT	<u>Erection of a single storey extension following demolition of existing, replacement of existing roof light, construction of dormer window and repair and painting to front windows and door (AMENDED PLANS)</u>	Beverley Town Council reconfirms its concerns regarding the proposed dormer window, which have not been addressed in the amended plans. The Town Council considers it to be out of keeping with others in this important area of architectural heritage and would prefer to see a more traditional design. If given approval as it currently stands, this would set a concerning precedence. Therefore, the Town Council request the matter be called in for the consideration of ERYC Councillors at an appropriate planning meeting.
(d)	23/03150/ TCA	5 Grosvenor Place Beverley HU17 8LY	<u>BEVERLEY GROSVENOR PLACE CONSERVATION AREA - Fell 1 No. Wild Cherry tree as the tree has outgrown its location and encroaches onto neighbouring property. It is causing root damage to lawn</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site. If this is not possible on site or for further advice, the applicant is encouraged to contact the ERYC Tree Officer.

(e)	23/03044/ TPO	Beverley High School Norwood Beverley HU17 9EX	<u>TPO - BEVERLEY GIRLS HIGH SCHOOL - 1972 (REF 460) W1. BEVERLEY NORWOOD AREA CONSERVATION AREA - Fell 1 no. Ash tree due to poor form and Ash dieback</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site.
(f)	23/02936/ PLF	10 Flemingate Beverley HU17 0NR	<u>Construction of 1 dormer to rear and 2 dormers to front, erection of single storey extension to rear and first floor extension above existing rear extension</u>	Beverley Town Council has concerns that this application will lead to neighbouring properties experiencing loss of light, over-shadowing and potential loss of privacy due to the density of the proposed extension. Therefore, the Town Council requests an ERYC planning officer carries out a site visit to consider the potential impact before the application moves any further forward.
(g)	23/03124/ TCA	27 Woodlands Beverley HU17 8BT	<u>BEVERLEY WESTWOOD CONSERVATION AREA - Pollard 1 No. Willow tree by approx 0.5 m from second major union</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife.
(h)	23/02916/ PLF	Burden Road Play Area Burden Road Beverley HU17 9LH	<u>Siting of metal container to be used as Youth Hub with associated works and infrastructure</u>	Beverley Town Council positively endorses this application, which will provide a vital resource for young people within our community.
(i)	23/03118/ TCA	St Marys Manor North Bar Within Beverley	<u>NTH BAR WITHIN CONSERVATION AREA - Crown lift 1no. Yew tree (T1) by 2-3m to clear access road; Crown reduce 1no. Horse Chestnut tree (T2) by 4-6m to reduce overhang over highway, to clear light column, and rebalance; Crown reduce 1no. Sycamore tree (T3) by 4-5m away from property and above road, and crown clean; Crown reduce 1no. Sycamore (T5) by 4-5m away from property and remove 1no. low branch to south; Crown reduce 1no. Sycamore tree (T6) by 4-5m away from property and crown clean; Crown lift 1no. Sycamore tree (T7) to 4m, remove low branches at 3-4m above ground level, side reduce branches to north by 4-5m, crown clean and rebalance; Crown lift 1no. Thorn tree (G2) to 2m, crown reduce south side of crown by 30% and rebalance; Crown lift 2no. Scots Pine tree (G2) to 3m; Crown lift 1no. Sycamore tree (T14), 1no. Lime tree (T15), and 1no. Beech tree (T16) to provide 3m clearance from church roof; Crown reduce 1no. Sycamore tree (T17) by reducing branches to north by 4-6m to appropriate junctions, including fully removing damaged branches 9-10m AGL, remove 1no. limb to the east at 3m and 1no. small branch above at 4m to rebalance; Crown reduce 1no. Sycamore tree (T19A) by reducing branches over parking area by 4-6m to appropriate junctions and crown clean; Remove 1no. group of Elder trees (G3) as they are self-set; Crown reduce 1no. Horse Chestnut tree (T23) over highway by 4-6m to rebalance to the east, remove weak decaying limbs, and crown clean;</u>	Beverley Town Council has no objection to this application for comprehensive tree works, on the condition work is carried out a time that will have the least negative impact on wildlife.

			<u>Crown reduce 1no. Horse Chestnut tree (T24) over highway by 4-6m to rebalance to the east, remove 1no. limb to south-west at 5m, and crown clean</u>	
(j)	23/03206/ TCA	Newbegin Bar House 33 Newbegin Beverley HU17 8EG	<u>WESTWOOD AREA CONSERVATION AREA - Fell 1 no. Willow tree (T1) due to damage to listed wall and paving; Fell 1 no. Whitebeam tree (T2) as it has outgrown its location and due to poor form</u>	Beverley Town Council has no objection to this application, on the condition work is carried out a time that will have the least negative impact on wildlife. Also, for every one tree felled, two new suitable specimens be planted elsewhere on site. If this is not possible on site or for further advice, the applicant is encouraged to contact the ERYC Tree Officer.
(k)	23/01234/ PLF	7 Langholm Close Beverley HU17 7DH	<u>Erection of two storey extension to front and single storey extension to rear; application of external wall insulation; installation of an air-source heat pump to rear; installation of solar panels to south-facing roof slope; and the construction of a vehicular access to the rear with parking and turning area following the demolition of 4.8m of the existing northern boundary wall</u>	Beverley Town Council has no objection to this application.
(l)	23/02880/ PLB	45 North Bar Without Beverley HU17 7AG	<u>Installation of a replacement letter plate to existing front door and construction of a stud wall to divide existing first floor bathroom</u>	Beverley Town Council has no objection to the internal aspects of this application, but shares the concerns of the Civic Society regarding the replacement letterbox. The Town Council awaits the comments of the ERYC conservation officer on this matter.
(m)	23/01623/ PLB	Pettits 62 Saturday Market Beverley HU17 8AA	<u>Installation of fibre wall box, cable and capping to side to provide fibre broadband service</u>	Beverley Town Council has no objection to this application.
(n)	23/02988/ PLF	22 Westwood Road Beverley HU17 8EJ	<u>Erection of single storey extension to side and rear, installation of roof lantern into existing flat roof extension to rear and construction of dormer to rear, installation of roof lights to front and rear and erection of detached garage following removal of existing garage (Revised scheme of planning reference 23/01671/PLF)</u>	Beverley Town Council has no objection to this application.
(o)	23/02686/ PAD	Outdoor Exercise Facility East Riding Leisure Beverley HU17 0LT	<u>Display of non-illuminated lettering signs</u>	Beverley Town Council has no objection to this application.

56/23 Allotments

(a) Rents: To consider a review of allotment rents (see attached allotment income and expenditure document and officers to report)

The Assistant Town Clerk gave a report to the Committee regarding the allotment income and expenditure and there was discussion surrounding rents.

Proposed: Councillor Morgan **Seconded:** Councillor Rebecchi

Resolved: *To increase allotment rents by £5 per plot from 1st April 2024. Tenants to be notified by letter.*

(b) Bonfires: To consider recent matters regarding bonfires on allotments (officers to report)

The Committee considered recent complaints regarding bonfires and reviewed legislation and the tenancy agreement.

Resolved: *That the issue is reviewed and that no changes are to be made currently.*

(c) Other Issues: To consider any other allotment matters that may have arisen (officers to report).

Officers reported on the asbestos issue and that work to finally remove the deeply bedded asbestos will take place shortly and that Officers are to continue to work operationally as required.

57/23 Skate Park

To receive updates from the Town Clerk, following meetings with interested parties and Commuted Sums Officers.

The Town Clerk gave an update. The floodlighting will have to be removed as it cannot be linked up to any electrical feeds due to recent ERYC refurbishment in the area. It may be possible to light the area from existing lighting from surrounding ERYC equipment. New fencing is currently being quoted and this will be on the same footprint. It would be possible to get external funding if there is community support.

A meeting with Commuted Sums Officers did not take place due to inclement weather and will be re-arranged.

58/23 Budget Requirements

To consider budget requirements for the 2024-2025 Financial Year relating to Planning Environment and Services Committee services and responsibilities (see attached).

The Committee considered the budget requirements for the Planning Environment and Services Committee for 2024/2025 as submitted.

Resolved: *To recommend to Full Council:*

- (a) That the Council does not proceed with the Cycle Rack project and that this line is removed from the budget.*
- (b) That the Council does not proceed with the Flagpole Project and that this line is removed from the budget.*
- (c) The Council has already agreed not to proceed with the Beck Project and that this line is removed from the budget.*
- (d) That the Planning Environment and Services recommends to Full Council that CCTV is just recorded and is not monitored. It is noted that Councillor T Astell is raising disparities in the funding of CCTV throughout the county with ERYC to try to get funding support.*

59/23 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 shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

Proposed: Councillor Morgan **Seconded:** Councillor Boynton

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

60/23 Maintenance Contract
To consider quotations for the maintenance contract during the 2024-2025 Financial Year.

The Committee noted that Officers were having trouble getting quotes and this was deferred until Full Council or the next PES meeting.

61/23 Plant and Watering Contract
To consider quotations for the provision of plants and watering during the 2024-2025 Financial Year (see attached).

Proposed: Councillor D Boynton **Seconded:** Councillor J Rebecchi

Resolved: *To accept the quote from All Aspects for the Summer 2024/2025 planting scheme and watering in the sum of £18,500 and also for the Winter 2024/2025 planting scheme in the sum of £13,000. A contingency of £5,000 for watering in a very dry summer will be included in the budget.*

The meeting finished at 8.15 pm

Signed Date