

**Minutes of the Planning, Highways and Transport Committee held on Thursday 13th August 2015 in St James Church Rooms, Pottergate, Alnwick at 6.00pm**

**Present:** Cllrs R Roberts, P Edge, D Farrar, P Holt, J Humphries, G Mavin, K Moore, A Shilton and A Symmonds.

**In attendance:** Cllr S Mavin, W Batey, Town Clerk; J Pibworth, Assistant to the Town Clerk.

**P15/22 Apologies**

Cllrs P Broom, W Gridale and M Harrington.

**P15/23 Declarations of Interest**

None.

**P15/24 Minutes of Previous Meeting**

The minutes of the previous meeting held on 9th July 2015 were approved and they were duly signed by the Committee Chairman.

**P15/25 Matters Arising**

P15/15 (14/111) CAR PARKING NCC CONSULTATION The Town Clerk advised that on the issue of potential illegal parking on Roxburgh Place he had notified NCC and that NCC had issued tickets to several vehicles with no tax. He also advised that a date had been set to tow away the vehicles if not taxed by then. Bollards were also being reinstated at the back of the Youth Hostel to stop parking. Councillor Moore stated that there had been discussions some time ago about cameras at the location.

P15/15 (15/10) TRAFFIC SAFETY ON WAGONWAY ROAD Councillor Holt advised that parked vehicles were still causing problems despite yellow lines being very clear. The Town Clerk advised that the matter had been referred to NCC but that it could also be reported to the Enforcement Officers.

P15/17 PLANNING APPLICATIONS Councillor Farrar asked if there was any update on planning application 15/02039/ADE for signs in Infirmary Close. The Town Clerk advised that the planning application had been withdrawn.

P15/20 20MPH PROPOSAL FOR THE TOWN CENTRE The Town Clerk advised that there had been no response from Richard Mackenzie, NCC to the Town Council's request on how this could be put in place.

P15/21 ANY OTHER BUSINESS The Town Clerk advised that emails had been sent to the other six towns requesting information on any access audits undertaken. So far he had received a reply from Hexham who had not carried out any audits.

Councillor Moore raised the matter that Tustain Motors seemed to be encroaching on land in front of the rugby club. Councillor Symmonds advised that there was work being carried out so this may get better once work is completed.

The following decision notices had been received:

**15/01722/FUL 23 Oaky Balks, Alnwick, NE66 2QE** Removal of existing garage and construction of new 2 storey side extension – **GRANTED.**

**15/01764/FUL 8 Percy Terrace, Alnwick, NE66 1AF** Proposed conservatory - **GRANTED.**

**15/01765/LBC 8 Percy Terrace, Alnwick, NE66 1AF** Listed Building Consent for proposed conservatory - **GRANTED.**

**15/01789/ADE Tustain Motors Limited, Willowburn Avenue, Greenfield Industrial Estate, Alnwick, NE66 2JH** Advertisement Consent for 4(no) internally illuminated fascia signs and 1(no) non-illuminated Totem style sign - **GRANTED.**

**15/01407/LBC 12 Green Batt, Alnwick, NE66 1TS** Listed Building Consent for masonry repairs to front of property - **GRANTED.**

**15/02165/FUL 17 Augur Terrace, Alnwick, NE66 1RR** Construction of first floor rear extension and conversion of garage into a playroom and utility room. Removal of door to rear garden to create a WC - **GRANTED.**

**15/02009/FUL Thornbrae Lodge, Alnwick, NE66 2PS** Single storey extension – **GRANTED.**

**15/01817/VARYCO The Valuation Office Agency Valuation Office, Wagonway Road, Alnwick NE66 1QL** Variation of Condition Nos 5, 8 and 12 of planning permission - **GRANTED.**

**15/01810/LBC The Valuation Office Agency Valuation Office, Wagonway Road, Alnwick NE66 1QL** Variation of Condition Nos 5, 8 and 12 of planning permission - **GRANTED.**

**15/01434/LBC Listed Building Consent: Change of Use from retail to A5 class for hot food takeaway** 9 Paikes Street, Alnwick, NE66 1HX - **GRANTED.**

**15/01433/LBC 9 Paikes Street, Alnwick, NE66 1HX** Change of Use from retail to A5 class for hot food takeaway - **GRANTED.**

**15/02039/ADE RSB Dispensary, Infirmary Close, Alnwick NE66 2NL** Advertisement Consent: 1(no) non-illuminated service menu board, 6(no) non illuminated totem signs and 1(no) non illuminated wall mounted sign - **WITHDRAWN.**

#### **P15/26 To Minute responses made since last meeting**

**15/02346/FUL G B M Motors, Willowburn Trading Estate, Alnwick. NE66 2PF** Extension of garage hardstanding & Provision of a new palisade fence - **NO OBJECTIONS.**

**15/02343/HPA 62 Chapel Lands, Alnwick NE66 1ER** Proposed first floor rear extension - **NO OBJECTIONS.**

**15/02332/FUL 115 Windsor Gardens, Alnwick NE66 1LR** Proposed single storey rear and side kitchen/utility extension - **NO OBJECTIONS.**

**15/02381/FUL 45 Blakelaw Road, Alnwick NE66 1BA** Proposed new rear extension - **NO OBJECTIONS.**

#### **P15/27 Planning Applications**

The following applications were discussed and comments made as listed:

**15/02090/FUL 4 Bondgate Without, Alnwick, NE66 1PP** Proposed replacement roof to sunroom with new supporting stone corners and first floor en-suite extension constructed partially over sunroom – **NO OBJECTIONS.**

**15/02478/FUL Land East Of Ravensview Lodge Alnmouth Road Alnwick Northumberland** Proposal for the construction of a two storey, three bedroom house with rear and sides garden areas and a couple of parking bays; and a two bedroom bungalow with rear and front garden and two car park spaces - **NO OBJECTIONS.**

**Accessibility Study Feedback report - Councillor G Mavin**

Councillor G Mavin summarised the main findings of the accessibility study that he and Councillor S Mavin had undertaken. He informed the committee that the accessibility study had focused on three groups: young mothers, visually impaired and people with mobility issues and that all three groups were very pleased to have been asked for their input. The recommendations in the report are based on their responses. He also advised that, having spoken to Richard Mackenzie about the results, Richard had asked if any of the respondents wanted to be part of an access group had some had agreed.

DROP CURBS - he advised that there was money available to do these. He also advised that he had been given a map by NCC marking drop curbs and that he would he would do a detailed drop curb survey in the town centre. Richard Mackenzie had advised that drop curbs were available on request from NCC.

THE COBBLES - he advised that Richard Mackenzie would see what can be done. All three groups have issues with the cobbles.

A BOARDS - these were a problem around the town centre especially in Narrowgate where the pavements are very narrow. The Town Clerk had advised that all premises needed to have planning permission for A Boards. He also advised that he would get a list of the businesses who had planning permission for their A Boards.

HANGING BASKETS - people in the visual impaired group found that trailing plants in hanging baskets were an issue.

SCAFFOLDING - he advised that not all scaffolding used for building work had yellow foam on the support legs. The Town Clerk advised that he would speak to Marshalls and Rob Porteous about this in the first instance as they provided most of the scaffolding used for building works in the town.

He summarised that most of the issues were fairly easy to rectify.

**COUNCILLOR QUESTIONS / COMMENTS:**

Councillor Roberts asked if the Town Council could request drop curbs or if it had to be from residents. Councillor G Mavin advised that the Town Council could request them.

Councillor Moore asked if it applied to products on the pavements. Councillor G Mavin advised that it did. He also advised that the Chamber of Trade did not like A boards.

Councillor Farrar asked if it would apply to all A Boards. Councillor G Mavin advised that it would but that it was about having an adequate distance between the A Board and the road rather than getting rid of all A Boards.

Councillor Farrar also said that he had heard that Drop Curbs needed to go into the LTPs and that confirmation was needed to confirm if this was the case.

Councillor Shilton asked if inconsiderate parking of cars on pavements could also be mentioned to NCC. She added that this was a particular problem along Wagonway Road.

Councillor S Mavin asked if the disabled toilet in the Shambles could be used for buggy users as there was no room for these in the other toilets.

Councillor Holt advised she would talk to St Michael's church about the hanging baskets.

**RESOLVED: That the non italicised recommendations are taken forward with the caveat that the Town Clerk talks to NCC.**

**P15/29 Core Strategy Update**

The Town Clerk advised that he had received a letter from Keith Tipple at NCC, which he had forwarded to them, which advised the key dates regarding the Core Strategy:

September 29th 2015 The Pre-Submission Core strategy is scheduled to go to the Council's Cabinet.

October 14th 2015 Consultation of on the Core Strategy begins (Subject to approval by Cabinet).

November 25th 2015 Six week consultation ends and Core Strategy submitted to a Planning inspector for independent examination.

**RESOLVED: To accept the update.**

**P15/30 Consultation on NCC Planning Protocols**

The Town Clerk advised that he had received a copy of the draft Planning Protocols from NCC which he had forwarded to councillors. This was in three sections covering Major Developments, Pre-Application process and Section 106 Planning Obligations.

Councillor Farrar advised that the key point in the draft Section 106 section was that NCC were proposing engaging with T&PCs at pre-application stage. He felt that timescales and who should be contacted should be added to this section.

Councillor G Mavin said he was surprised at the list of items covered under Section 106.

Councillor Roberts felt that councillors should read the documents again and send their comments to the Town Clerk by August 18th.

The Town Clerk advised that this would be the first time T&PCs had been asked for any input into proposed Planning Protocols. He also advised that he had received notification of training dates for the suggested revised Protocols including Section 106.

**RESOLVED: To submit comments to the Town Council by August 18th who will liaise with the Chair on Planning to pull together a response from the Town Council and submit.**

**P15/31 Signage Around the Town**

The Town Clerk reminded the committee that Councillor G Mavin had requested an audit of signs around the town.

Councillor G Mavin said that this needed to include signs to car parks in the town as many were missing or inadequate.

Councillor Moore commented that many developer signs were still in place long after the developments had been completed.

Councillor Roberts asked councillors to send images of missing or inappropriate signs to the Town Clerk.

**RESOLVED: i) To send images of any missing or inappropriate signs to the Town Clerk; ii) To conduct an audit of the signage in the town.**

**P15/32 Any Other Urgent Business**

Councillor Humphries advised that he felt that the parking bays opposite W H Smiths needed to be marked up to ensure better parking.

The meeting closed at 7.05 p.m.