

Minutes of the Planning, Highways and Transport Committee held on November 9th, 2017 in St James Church Rooms, Pottergate, Alnwick at 6.00pm

Present: Cllrs M Swinbank (Chair), P Broom, P Edge, A Fletcher, M Harrington, J Humphries, A Symmonds, G Watson.

In attendance: W Batey, Chief Officer & Town Clerk; J Pibworth, Assistant to the Town Clerk; T Kirton, Project & Funding Officer.

P17/47 Apologies

Cllr. L Wearn and C Westendarp.

P17/48 Declarations of Interest

Councillor Symmonds declared a non-pecuniary interest in Planning Application 17/03730/FUL.

P17/49 Matters Arising from the minutes of the previous meeting

16/106 The Town Clerk reported that Cussins have agreed to provide £5k towards the cost of a bus shelter or other community facility. He advised that the bus shelter report highlighted the bus stop outside Barter Books as a location for an additional bus shelter.

17/02688/FUL Old Vicarage, Northumberland Street, Alnwick NE66 1LT Proposed erection of 2 storey house - **GRANTED.**

17/02211/FUL Alnwick RC St John's Aided, Lisburn Street, Alnwick NE66 1UR Erection of 24no. residential dwellings (Use Class C3) and associated access to Lisburn Terrace and The Limes, landscaping and engineering works – **GRANTED.**

17/03447/TPO St Paul's Court, Alnwick Tree Preservation Order application to crown lift 3 x holly, 1 x maple and 2 x lime to give 3m clearance over car parking areas - **GRANTED.**

17/03076/LBC Queens Head Hotel 25-27 Market Street, Alnwick NE66 1SS Listed Building Consent for one pictorial sign, one history board, one door plaque, two black lanterns, three floodlights and one aluminium fascia sign - **GRANTED.**

P17/50 To minute responses made since last meeting:

17/03197/FUL The Maltings and Bolam's Mill Dispensary Street Alnwick Northumberland NE66 1LN Creation of 4 no. residential units in lieu of Office and Retail Accommodation as approved under Planning Reference A/2007/0557 – **NO OBJECTIONS** although Alnwick Town Council would like NCC Officers to be satisfied of the exact number of additional residential units being proposed as the application title shows 4 additional units (37 in total) but the applicant's application form states Creation of 3 no. residential units in lieu of 3 no. retail units.

That there are sufficient car parking spaces and that the correct number of additional car parking spaces are identified as these are not marked on the revised plans. The application also states that there are 34 existing car parking spaces but the existing plan shows 33. Section 17 of the applicant's application form also indicates that there are 34 existing units with 3 new proposed.

There are a number of relevant policies set out in the Alnwick & Denwick Neighbourhood Plan:

HOUSING - H1 (Housing Supply) and H4 (Housing Design)

HERITAGE AND DESIGN - HD2 (Heritage assets at risk) and HD7 (Design in the conservation area)

TOWN CENTRE AND RETAIL - TCR2 (Loss of Retail Units)

COMMUNITY FACILITIES - CF7 (Facilities for Older People)

It is disappointing that the Planning and Heritage Statement (dated September 2017) does not refer to the Alnwick & Denwick Neighbourhood Plan (ADNP), despite being produced after the plan was made.

17/02027/SN Site of former St John's School, Lisburn Street, Alnwick

Alnwick Town Council are happy to go with the developer's suggestion of St John's Place but can suggest Old School Close.

For the currently unnamed properties we would suggest Broomdale Mews (the cottage next to the site is called Broomdale Cottage and we have quite a few Mews already in Alnwick so this could fit well) or Old School Mews.

17/03715/FUL 35 Fenkle Street, Alnwick NE66 1HW Change of use from retail; to a tattoo studio (retrospective) – **NO OBJECTIONS.**

P17/51 Planning Applications

The following applications were discussed and comments to be submitted were:

Councillor Symmonds left the meeting.

17/03730/FUL 20A Bondgate Within, Alnwick NE66 1TD

Alnwick Town Council **OBJECT** as the application cannot be supported by the Alnwick & Denwick Neighbourhood Plan policies listed below. The Town Council support the Conservation Officer's comments regarding the proposed materials.

HOUSING

H5 Existing Stock

Extensions to existing dwellings beyond permitted development limits will be supported where:

- a) The scale and design of the extension complements and respects the scale and design of the original property;
- b) The extension respects the character of the street scene.

HERITAGE, DESIGN & CULTURE

HD7 Design in the Historic Centre

New developments in the historic centre of Alnwick (including extensions, alterations and changes of use to existing buildings) will be supported if it adheres to the following design principles:

2. Design: expected to make a positive contribution to local character and distinctiveness and help reinforce a strong sense of place whilst not discouraging innovation;
3. Quality: expected to match the quality of Alnwick's historic townscape in design, materials, detailing and finishes;
5. Size and scale: expected to respond to enhance local character and history;
6. Materials: expected to be sympathetic to the local materials that are traditional in the historic core.

The policies in the Alnwick & Denwick Neighbourhood Plan which was made in July 2017 should be used when reviewing all planning applications within Alnwick & Denwick.

Councillor Symmonds re-joined the meeting.

17/03852/LBC 9 Percy Street, Alnwick NE66 1AE

Alnwick Town Council have **NO OBJECTIONS** as the application is supported by the Alnwick & Denwick Neighbourhood Plan policies listed below. The Town Council would ask that the Conservation Officer is satisfied with the proposed materials and proposed colour especially with regard to the rear bi-fold doors

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17/03986/FUL 74 Chapel Lands, Alnwick NE66 1ER Proposed new single storey front extension. Alnwick Town Council have **NO OBJECTONS**.

The policies in the Alnwick & Denwick Neighbourhood Plan which was made in July 2017 should be used when reviewing planning applications within Alnwick & Denwick.

P17/52 Residents Parking Scheme – Hotspur Hill

The Town Clerk reported that he had received correspondence from NCC notifying the Town Council they would not be proceeding with the Residents Parking Scheme on Hotspur Hill.

RESOLVED: To receive the update.

P17/53 NCC Consultation on Bus Information Partnership

The Town Clerk reported that he had received correspondence from NCC that they want to work with small T&PCs to put updated bus timetables at bus stops. They confirmed that the date sent through could also be used on other media such as T&PCs websites.

They are currently working with Longframlington Parish Council as a pilot for the scheme.

Councillor Broom felt that the bus companies should be doing this. He also asked if all bus stops needed to have timetables or whether these could just be put at main stops.

Councillor Watson agreed with Councillor Broom that it was wrong of T&PCs to do the work for a private company.

The Town Clerk advised that NCC have a contract to do this.

Councillor Swinbank said he was unsure whether NCC got paid to do this function. He also advised that NCC is proposing to reduce the number of bus stops from 1,800 to 600.

Councillor Humphries thought that if timetable information was included in residents' newsletters then only the visitor bus stops would need to have timetables.

Councillor Swinbank felt that if there was a benefit to NCC in T&PCs doing the task then they should pay for this.

The Town Clerk advised that all the bus stops in Alnwick could be mapped and the ones

needing timetables identified.

Councillor Watson felt that electronic versions could be suggested to NCC.

Councillor Broom thought the timetables could be printed and dropped at the Town Council's office.

P17/54 Traffic & Parking Issues on Taylor Drive

Councillor Swinbank reported that no pavement or cycle paths had yet been adopted as the developer maintains responsibility for the first 12 months. He advised that there is no lighting and no edging to pavements.

The school is a 30mph speed limit which the Town Council had requested reduced to 20mph during peak times which NCC had agreed to, but which will not happen until they take responsibility from the developer.

Councillor Swinbank also felt that the Town Council should ask NCC to install signage including a 20mph sign.

Councillor Harrington reported that there was a real problem with local drivers, including teachers, speeding along Taylor Drive.

Councillor Humphries reported that this was also an issue pulling out of Taylor Drive.

Councillor Swinbank advised writing to NCC Highways, and copying in NCC Planning about the issue.

Councillor Watson also suggested letting the police know about the issue.

P17/55 Alnwick & Denwick Neighbourhood Plan process of monitoring and review

The Town Clerk explained that the Alnwick & Denwick Neighbourhood Plan (ADNP) which was made on 27th July 2017 needed to be reviewed and monitoring along with the Community Action Proposals (CAP's). This needed to be done in 3 parts:

He issued a document giving three recommendations for review:

Review of the Plan

The ADNP states that it should be subject to periodical reviews which are particularly important when the revised Northumberland Core Strategy is issued, as the two documents should work together. Any changes made to the ADNP following the review, would then need to go through the same stages as the original plan i.e. Consultation, Independent Examination and Referendum.

He suggested that the first review of the Plan take place when the new Core Strategy is approved, which could be in two years' time. The Town Council should make every effort to ensure that the revised Core Strategy sits well alongside the ADNP.

Monitoring the Plan

During any 12 month period around 70 planning applications are considered by NCC, within the ADNP Area. Nearly all planning applications will have relevant policies in the Plan.

To judge how effective the plan policies are and how they are being applied by NCC, he would suggest that all planning decisions are monitored to review if they were made in accordance with the policies in the ADNP. This would be undertaken by Town Council officers and a report submitted to the Annual Meeting of the Council.

Monitoring the Community Action Proposals

The Community Action Proposals (CAP) do not form part of the statutory plan, but are issues that the Town Council and partners wanted to address. Each CAP has a lead body and project partners. Important partners listed include Alnwick Town Council, Denwick Parish Council, Northumberland County Council, Northumberland Estates, Alnwick Civic Society, Alnwick Town Team and Alnwick Chamber of Trade.

The ADNP process was undertaken through a Steering Group; their terms of reference were to take the plan through to approval, which has now been done. The Steering Group was made up from representatives of Alnwick Town Council, Denwick Parish Council, Northumberland County Council, Northumberland Estates, Alnwick Civic Society, Alnwick Area Friends of the Earth, Alnwick Chamber of Trade, Local Living, Gallery Youth, The Freemen of Alnwick plus an individual specialising in local transport.

He suggested that the Steering Group be reconvened with new Terms of Reference: to monitor and review the Community Action Proposals and produce an annual report for the Council. The group could meet quarterly and provide their annual report for the Annual Meeting of the Council.

RESOLVED: To recommended to Full Council:

- a) To undertake the first review of the ADNP when the Northumberland Core Strategy is approved.**
- b) That officers monitor planning decisions in the ADNP area to determine if decisions are in line with Plan policies, and produce an annual report to the Council.**
- c) The ADNP Steering Group is reconvened to monitor and review Community Action Proposals and produce an annual report to the Council.**

Councillor Swinbank advised that Denwick Parish Council needed to be included in all reviews which took place.

P17/56 Any Other Urgent Business

Councillor Broom asked if anything could be done about the epidemic of yellow signs around the town and wondered who actually puts them up.

Councillor Humphries asked if the signs for developments which are now operational could be taken down.

Councillor Swinbank asked if NCC could be asked for clarification on who puts the yellow signs up and takes them down.

Councillor Harrington felt that differentiation was needed between permanent and temporary signs.

Councillor Swinbank reported that the ADNP training undertaken by Peter Biggers had been very good and that councillors should try to attend if further training was organised.

The meeting closed at 7.10 p.m.