



## **Minutes of the Planning, Highways and Transport Committee held on June 20<sup>th</sup>, 2019 in St James Church Rooms, Pottergate, Alnwick at 7.00pm**

**Present:** Cllrs M Swinbank (Chair), M Harrington, J Humphries, A Waton, G Watson and L Wood-Mitchell.

**In attendance:** W R Batey, Chief Officer and Town Clerk; J Pibworth, Assistant to the Town Clerk.

**P19/01 Apologies**  
Councillors Broom, Edge and Wearn.

**P19/02 Declarations of Interest**  
None.

**P19/03 Minutes of Last Meeting**  
The Minutes of the last meeting held on May 9<sup>th</sup> were approved as true record.

**RESOLVED: To approve the minutes of the last meeting on  
May 9<sup>th</sup> 2019**

**P19/04 Matters Arising from the minutes of the previous meeting**

P18/98 Suggestions for Alnwick sites for new NCC Council Houses - The Town Clerk reported that the Project & Funding Officer had submitted the Town Council's response to NCC. The sites suggested sites related to the Neighbourhood Plan. Councillor Swinbank asked if a copy of the report could be sent to councillors.

P18/100 The Cobbles – Councillor Swinbank asked if there was any update on the works to the Cobbles. The Town Clerk advised that there was no update and the Town Council were awaiting samples of possible materials.

P18/103 Retrospective planning applications – Councillor Swinbank advised that NCC's Head of Planning would be attending July's meeting and that this would be a topic for discussion.

Councillor Harrington reported that he had spoken to one of NCC's Enforcement Officers about 1 Narrowgate who had advised that NCC cannot stop a shop opening before planning permission is granted. He reported that the new candle shop had opened without planning permission being given.

Councillor Swinbank asked if this could be flagged with NCC.

Councillor Wearn asked if planning permission was needed for tables and chairs on to be put on pavements. Councillor Swinbank advised that it wasn't but that permission was needed from NCC Highways Department.

Planning Outcomes:

**19/00560/FELTPO Land South West of 4 Highfield Park, Weavers Way, Alnwick** Tree Preservation order application to crown clean and remove the deadwood from one Sycamore (TPO T2 on plan). Tree 39 – Crown clean to remove deadwood, remove broken/hanging limbs and tidy torn stubs. Tree 40 (TPO) – Fell to ground level in the interest of health & safety – **GRANTED.**

**19/008718/FUL 5 East Parade, Alnwick NE66 1QT** Construction of a single storey extension – **GRANTED.**

**19/00562/LBC White Swan Hotel, 6 Bondgate Within, Alnwick NE66 1TD** Listed Building Consent for refurbishment and repair of existing west (larger) balcony – **GRANTED.**

**19/00675/FUL Land South of Barter Books, Wagonway Road, Alnwick** Change of use from former antique shop (A1) to ice cream parlour (A3) – **GRANTED**.

**19/00695/LBC 12 Market Street, Alnwick NE66 1SS** Listed Building Consent - proposal to paint external framework and install illuminated barbershop sign outside (retrospective) – **WITHDRAWN**.

**19/00591/ADE Land East of Retail Park Roundabout, Willowburn Avenue, Alnwick** Advertisement Consent: Installation of tenant listing board (totem) for Willowburn Centre, (Sainsburys, Argos, Homebase, Pets@Home) – **GRANTED**.

**P19/05**

**Fisher Lane – potential improvements in Column Field**

The Town Clerk advised that the potential improvements would include a crossing point on Denwick Lane.

Councillor Watson felt that this might not be the appropriate location for a crossing as it was close to the sharp bend.

Councillor Humphries suggested that braille bumps were not included as this would be dangerous.

The Town Clerk advised that tactile dots were part of the design for the crossing.

Councillor Waton felt that the line of sight for vehicles coming up Denwick Lane needed to be looked at. He also felt that if the crossing was moved slightly this would be better.

Councillor Swinbank advised that part of the reason for the improvements was to give cyclists better access to the town centre but did not feel that this would be achieved. He felt that NCC Highways needed to look at the proposed improvements carefully and comment especially as children from the new Allernburn Lea houses would go to St Michael's and would need to have a safe route into town. He added that there needed to be a solution for cyclists at the end of Fisher Lane.

Councillor Harrington thought that narrowing the width of the roads around the War Memorial would create a better solution as it would give safer crossing points for pedestrians and cyclists and create a larger central island, as it had been in the past.

**P19/06**

**Responses made since last meeting**

**19/01425/FELTPO Freelands, Alnmouth Road, Alnwick NE66 2PR** Tree Preservation order application for removal of 4 trees. T1 Laburnum, T2 Laburnum, T3 Silver Birch and T4 Larch – **NO OBJECTIONS** but would request that the Larch is cut down at the end of the season (end of September) to protect nesting birds.

**19/00960/ADE 32 Bondgate Within, Alnwick NE66 1TD** Retrospective Advertisement Consent for new fascia and projection signs on shop front.

The Town Council are disappointed that this is yet another retrospective planning application where the proposed works have already been carried out. Although a planning application was submitted in March the applicant did not wait for planning approval to be given before undertaking the works.

The Town Council **OBJECT** to this application for the following reasons:

Although the building itself is not listed it in Alnwick's Conservation Area so this does not mean that the use of corporate colours or designs will automatically be approved and the use of garish primary colours shows a disrespect for the heritage of the town centre. The chosen colours need to reflect the relevant Heritage & Design policies within the Alnwick & Denwick Neighbourhood Plan.

We are aware that the Card Factory does modify its shop frontages as we are aware of shops in other locations which already have much smaller signs placed on the same size shop front as the Alnwick shop.

The following Alnwick & Denwick Neighbourhood Plan Policies should be considered:

## **HERITAGE & DESIGN**

### **HD7 Design in the Historic Centre**

Development 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 to reinforce a strong sense of place whilst not discouraging appropriate 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 local character and history;
6. Materials: expected to be sympathetic to the local materials that are traditional in the historic core;
9. Existing guidelines: development expected to be in accordance with guidelines on shop fronts, stonework, windows and colours produced by Alnwick Civic Society in association with the former Alnwick District Council.

### **19/01491/COU 2 Aydon Gardens Alnwick Northumberland NE66 2NT**

Change of use of from Bed and Breakfast establishment to private dwelling – **NO OBJECTIONS.**

### **19/01469/LBC Narrowgate House 31 - 33 Narrowgate Alnwick Northumberland**

**NE66 1JL** Emergency repair works incorporating the full recovering of the welsh slate roofs and reinstatement of leadwork gutters. Introduction of a conservation rooflight over the main staircase and thermal upgrading of the roof covering generally. Structural intervention to repair and strengthen damaged roof timbers – **NO OBJECTIONS.**

**19/01190/FUL 1 Narrowgate Alnwick Northumberland NE66 1JH** Change of use A1 to A3 Cafe

**19/01191/LBC 1 Narrowgate Alnwick Northumberland NE66 1JH** Listed Building Consent: Change of use A1 to A3 Cafe

The Town Council are disappointed that this is yet another retrospective planning application where the proposed change of use and works have already been carried out.

The Town Council **OBJECT** to this application for the following reasons:

- i. Application form Section 4. Description of Proposal – to the question Has the development or work already started without consent? the applicant has answered No. Although a planning application was submitted the applicant has not waited for planning approval to be given before works were completed and the café opened for business on May 31<sup>st</sup>.
- ii. Application form Section 8. Listed Building Alterations – the question Do the Proposed works include alterations to a Listed Building? the applicant has again answered No. Having submitted an LBC is it obvious that the applicant knows that the building is Listed.
- iii. Application form Section 9. Materials – the question Does the proposed development require materials to be used? the applicant has again answered No. Having undertaken both Internal and External works this statement is incorrect.

- iv. Their Design & Access Statement inaccurately states that this is a Change of Use Application so there is no design change as the frontage has repainted, a name sign attached to the building and internal works done.
- v. Their Heritage Statement states under 5.1 External that no work will be executed.
- vi. The attached plan states that there are no changes to the Floor Plans yet internal works have taken place
- vii. The building is listed and sits in Alnwick's Conservation Area so the chosen colours and design for the shop frontage need to reflect the relevant Heritage & Design policies within the Alnwick & Denwick Neighbourhood Plan.

The following Alnwick & Denwick Neighbourhood Plan Policies should be considered:

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- 6. Materials: expected to be sympathetic to the local materials that are traditional in the historic core;
- 9. Existing guidelines: development expected to be in accordance with guidelines on shop fronts, stonework, windows and colours produced by Alnwick Civic Society in association with the former Alnwick District Council.

## **P19/07**

### **Planning Applications**

#### **19/01594/FUL Oscars 34 Narrowgate Alnwick Northumberland NE66 1JG**

Internal and external alterations to facilitate a change of use from a nightclub (Sui Generis use) to ground floor restaurant/bar (A3/A4 use classes) and guest rooms to first and second floors (C1 use) – **NO OBJECTIONS provided NCC's Conservation Officer is satisfied with the proposed works.**

#### **19/01595/LBC Oscars 34 Narrowgate Alnwick Northumberland NE66 1JG**

Internal and external alterations to facilitate a change of use from a nightclub (Sui Generis use) to ground floor restaurant/bar (A3/A4 use classes) and guest rooms to first and second floors (C1 use) – **NO OBJECTIONS provided NCC's Conservation Officer is satisfied with the proposed works.**

**19/01614/VARYCO 12-14 Bondgate Within Alnwick NE66 1TD** Variation of condition 2 (approved plans) relating to approved planning application 16/02588/LBC – **NO OBJECTIONS.**

**19/01616/VARYCO 12-14 Bondgate Within Alnwick NE66 1TD** Variation of condition 2 (approved plans) relating to approved planning application 16/02587/FUL – **NO OBJECTIONS.**

#### **19/01437/VARYCO Land South West Of Aydon View Alnwick Northumberland**

Retrospective variation of condition 2 (approved plans) pursuant to planning permission 17/00291/FUL to allow for the replacement of 4 no. velux rooflights to 2 no dorma windows; change of window to french door and addition of gable vents for wildlife mitigation. Submission of details for conditions 6 (refuse storage), 10 (conservation rooflights), 11 (boundary treatment), and 12 (walls and roofing materials) – **NO OBJECTIONS.**

**19/01439/VARYCO Land South West Of Greensfield Farm Alnwick Northumberland** Variation of conditions 3 (stone/slate/pointing), and 4 (windows) relating to approved planning application 15/03884/LBC – **NO OBJECTIONS.**

**19/01436/VARYCO Land South West Of Greensfield Farm Alnwick Northumberland** Variation of conditions 4 (type & condition of windows), 5 (windows to match existing), 6 (stone and slate), 7 (surface water), 8 (mitigation), and 12 (detailed landscaping planting plan) relating to approved planning application 15/03883/FUL – **NO OBJECTIONS.**

**19/00988/FUL 25 Howling Lane, Alnwick NE66 1DN** Single storey extension – **NO OBJECTIONS.**

**19/01759/LBC 34-38 Green Batt Alnwick NE66 1TU** Listed Building Consent for replacement of slates on outer stone building roof due to safety hazard. Proposed urgent restoration and preservation of stone building for use as bicycles storage and maintenance. Replace rotten A frame with different support framework for replaced slates to improve upper floor head room and replace existing glass skylights with conservation roof lights – **NO OBJECTIONS.**

**19/01702/FUL Former Alnwick Fire Station South Road Alnwick NE66 2PA** Change of use of the existing land and buildings to a mixed B1 (Business) / B8 (Storage or Distribution) & D1 use (Non Residential Institution) with ancillary garage – **NO OBJECTIONS.**

**19/01394/FUL The Alnwick Vets South Road Alnwick NE66 2NZ** Formation of a rear and side extension to the practice to provide additional customer waiting facility and additional clinical space – **NO OBJECTIONS.**

**19/01649/FUL 17 Alwynside Alnwick NE66 1DL** Construction of front facing single storey porch with canopy and creation of vehicle access from the public highway – **NO OBJECTION** to the extension but the Town Council have serious reservations about allowing vehicle access across the grassed area. They feel that the access onto the grassed area would allow other vehicles to park on the green space increasing safety issues for both pedestrians and children playing.

**19/01689/VARYCO Land North East Of Windy Edge Alnmouth Road Alnwick Northumberland** Variation of condition 2 (approved plans) pursuant to planning permission 17/04143/FUL for substitution of house types to plots 28, 29, 44, 56, 61 and 62 and various alterations to overall site layout – **NO OBJECTION** to the proposed house type changes.

**19/01809/LBC – NO OBJECTIONS** and the Town Council are pleased to see the amended proposed works follow the guidelines in the Alnwick & Denwick Neighbourhood Plan and are more in keeping with Alnwick's Conservation Area.

**19/01810/ADE - NO OBJECTIONS** and the Town Council are pleased to see the amended proposed works follow the guidelines in the Alnwick & Denwick Neighbourhood Plan and are more in keeping with Alnwick's Conservation Area.

## **P19/08**

### **Parent /child parking spaces**

Councillor Swinbank reminded councillors that a local resident had raised the issue of no parent/child parking spaces in any of NCC's town centre car parks.

Councillor Humphries said there were no laws to enforce any dedicated parking spaces.

The Town Clerk advised that officers had looked at the car parks in Greenwell Road and felt there were several spaces which could be made into parent/child spaces without any alterations as these were adjacent to pavements and grassed areas which would allow space to open car doors. They would also give safer access in and out of vehicles.



Councillor Waton suggested asking Ann-Marie Trevelayan.

Councillor Watson felt there were 5 spaces which could be used without too much work in Greenwell Lane Car Park D.

Councillor Harrington supported the idea of dedicated spaces in Greenwell Lane.

Councillor Swinbank said he was very supportive of dedicated spaces for parents/children and suggested asking NCC what would be possible and if there was a legal designation to have some dedicated parent/child spaces in town centre car parks. He also suggested sending NCC an image indicating the spaces which could be used.

The Town Councillor Watson suggested the Town Council speak to Mark Brassell at Alnwick Garden about employees parking in the public Greenwell Lane car parks.

Councillor Swinbank asked if the date of the next Parking Action Plan review was due.

Councillor Wearn advised that the postcode the Alnwick Garden was Greenwell Lane so many people visiting the garden parked in the Greenwell Lane Car Parks and suggested that the Alnwick Garden post code was changed to their car park site.

The Town Clerk advised that Officers would investigate further.

## **P19/09**

### **Updates**

- a) Windy Edge - the Town Clerk gave a summary of the report issued by the Project & Funding Officer on the Windy Edge planning application amendments, variations and discharge of conditions. Councillors reviewed the current planning applications and felt that it was important that the Town Council submitted comments for the following planning applications:

**19/01898/NONMAT** Non-material amendment pursuant to approved planning permission 17/04143/FUL - Condition 34 construction access use. Land North East Of Windy Edge Alnmouth Road Alnwick Northumberland – it was agreed to submit the following comment:

Alnwick Town Council have serious concerns about the details included in the application for the Discharge of Condition 34 (17/04143/FUL) - Whilst the Town Council agree that the condition can include access by other vehicles they have serious concerns about the safety of youngsters using the bike track who might use this road unless prevented from doing so. The application does not include details of how pedestrians and cyclists, including Alnwick bike track users, will be either prevented from using the access road or kept safe from the traffic, especially construction vehicles, if they use the access road. With the closure of access to the bike track via Peter's Mill Lane, adequate signage for bike users to use Fisher Lane to access the bike track needs to be put in place.

**19/01013/DISCON** Land North East Of Windy Edge Alnmouth Road Alnwick Northumberland Discharge of conditions : 26 (Construction method statement) – it was agreed to submit the following comment:

Alnwick Town Council have serious concerns about the safety of youngsters using the bike track who might use the access road unless prevented from doing so. The Construction method statement (dated November 2017) has not been updated to include details of how pedestrians and cyclists, including Alnwick bike track users, will be either prevented from using the access road or kept safe from the traffic, especially construction vehicles, if they use the access road. With the closure of access to the bike track via Peter's Mill Lane, adequate signage for bike users to use Fisher Lane to access the bike track needs to be put in place.

**19/01485/DISCON** Land North East Of Windy Edge Alnmouth Road Alnwick Northumberland Discharge of Condition 25 (Details of Public Footpath Diversion) on approved planning application 17/04143/FUL – the following comment has been submitted:

Alnwick Town Council would like to see provision made to keep access to Peters Mill from the commencement of the scheme. The submitted plans show that access will be maintained to the dwellings at the top of the lane and the existing bridleway stopped up. After 6 months a temporarily diverted bridleway will then be put in place around the eastern boundary of the site. The Town Council asks that this arrangement should be put in place at the commencement of the works to ensure this popular walking route and bike track remains accessible from this part of town.

- b) Willowburn Retail Park - the Town Clerk gave a summary of the report issued by the Project & Funding Officer on the Willowburn Retail Park planning application amendments, variations and discharge of conditions. Amendments, Variation or Discharge of Conditions, etc. Of the 25 planning conditions in the Approval, conditions 6, 7, 9, 12 and 17 have been discharged; and of the remaining 20 conditions further details need to be submitted to discharge 16 of them.

**RESOLVED: To note the updates.**

**P19/10 Any Other Urgent Business**

None.

The meeting closed at 9.13 p.m.