

BERWICK-UPON-TWEED TOWN COUNCIL



Planning Committee

Time and date

Thursday 5 March 2026 at 6pm

Place

Berwick-upon-Tweed Town Council Unit 1, 82-88 Marygate, Berwick-upon-Tweed, TD15 1BN

Committee Members

Cllr Thomas Stewart - Chair
Cllr Rachel Driver
Cllr Janice Bowden
Cllr Robert Bruce
Cllr Catherine Seymour

In Attendance

Lucy Henzell-Thomas (Administrative Officer)

NOTES

1. OPEN SESSION

The meeting commenced with an open session where members of the public and councillors were invited to make representations, ask questions, and provide evidence regarding the business on the agenda. There were no members of the public present, but councillors brought up the following topics:

1. Councillors asked if there was any further information from NCC regarding the toucan crossing that was on the original plans for Loaning Meadows and which has not materialised. In February BTC were informed that NCC had contacted a member of the Councils Highway team to obtain details on the programme of delivery for the crossing and would advise the officers further once they know more. It was agreed that officers should continue to request updates from NCC and keep the committee informed.
Action: Officers to continue to request updates from NCC regarding the toucan crossing.

2. Apologies For Absence

Apologies for absence were received from Cllrs Smith and Greener.

3. Minutes

The minutes of the Planning Committee meeting held on Thursday, 5 February 2026, were reviewed. It was agreed that the minutes accurately reflected the discussions and decisions made during the previous meeting and minutes were signed by the Chair.

4. Disclosures of Interest

A disclosure of interest was made from the Chair regarding application 26/00559/FUL, 7 Osborne Road, for which he left the room.

5. Applications For Planning Permission

The committee reviewed several applications for planning permission:

1. Ref: 26/00460/FUL
Holy Trinity C Of E Aided Primary School Bell Tower Place TD15 1NB
Demolition of storeroom which currently poses health and safety risks due to subsidence.
Installation of timber bin store to allow for discreet waste bin storage.
Decision: No objections
2. Ref: 26/00528/FUL
1 Warkworth Terrace Berwick-Upon-Tweed Northumberland TD15 1LE
Conversion of garage and internal alterations.
Loft conversion - installation of rooflights
Decision: No objections
3. Ref: 26/00185/FUL
Hen And Chicken Hotel 15 Sandgate Berwick-Upon-Tweed Northumberland TD15 1EP
Replacement windows to front elevation and internal variation to rooms.
The application was discussed with support and objection raised. There were concerns regarding ventilation and access - some rooms would not have windows and a couple of rooms would be accessed only from the street. There was support for bringing a large building in town back into use for visitor accommodation but concern that there was a lack of detail in the plans provided.
Decision: Objection. BTC supports bringing the building back into use but cannot support this application given the lack of detail currently provided.
4. Ref: 26/00559/FUL
7 Osborne Road Tweedmouth Northumberland TD15 2HS
Erection of timber garden building.
Decision: No objections
5. 26/00575/FUL & 26/00576/LBC
Berwick Baptist Church Golden Square Berwick-Upon-Tweed TD15 1BG
Creation of accessible entrance to church by removal of boundary wall and installation of ramp and Listed Building Consent for same project.
Decision: Neutral. BTC accepts the change for accessibility reasons but has concerns regarding the location of a small secluded open courtyard with seating, in this location. BTC suggests a secure boundary treatment such as railings and a lockable gate, for when the building is not in use. BTC also raised concerns regarding the reduced ability for drop-off for any building users with mobility issues.
6. 26/00570/VARYCO
Elmbank Coastal Retreat Cow Road Spittal Northumberland TD15 2QR
Variation of Condition 7 (Occupation Building Restriction) on approved planning application N/10/B/0266
This application was discussed. There was support for the change but also concerns about how the changes would be monitored, the possible impact on amenities/facilities and how it might set a precedent for other sites.
Decision: No objection but the decision to support applies only to this site and BTC would like to be informed how the restriction to holiday uses would be monitored/policed.

7. 26/00589/FELTPO

Former Water Works Dock Road Tweedmouth Northumberland TD15 2BE
Tree Preservation Order Application: G1 Mixed Species - Remove 4x Ash Trees, G2 Mixed Species - Remove 3 stems from Ash Trees, G3 Mixed Species - Remove advanced decline stems from Ash Trees, G4 Mixed Species - Remove defective stems and 2 uprooted Ash Trees

Decision: No objection but BTC requests that the removed ash trees be replaced with new trees in a position to be agreed with the Town Council.

6. **Planning Application Decision List**

The committee reviewed the list of planning application decisions for February 2026 and various decisions noted. There was a discussion regarding the applications that came to BTC and which did not and what criteria decided this at NCC. It was suggested that Officers request clarity on this from NCC and, if appropriate, receive all applications for next month to see what else might be included. The officer present raised concerns regarding the increased number and how that may impact on their workload but will contact NCC to get details and feed back to Committee.

Action: BTC to contact NCC for clarity regarding criteria for applications that come to BTC

7. **Transport**

The chair introduced the item which will be a regular item on the agenda. There was a discussion regarding bus stops. The Committee asked whether NCC should be raising the kerbs when new bus tops were installed, to improve accessibility in line with the Equality Act of 2010.

Action: BTC to seek clarification from NCC regarding the body responsible for funding provision of kerbs at bus stops which will meet the requirements of the Equality Act 2010.

There has been a query from a resident regarding the possibility of a crossing at the Asda junction to make it safer for pedestrians. It was commented that the volume and speed of traffic also discouraged people from crossing to and using the bus stop.

Action: BTC to raise concerns with NCC regarding the necessity of improvements to the junction between the entrance to ASDA and the A1167, so as to improve pedestrian safety and to ease traffic movement out of the site (including consideration of a pelican crossing or other traffic controls). Subject to be raised at Full Council.

NCC have commissioned a car park study which we have not had sight of yet.

Action: BTC to request a copy of the recent Berwick Parking Study commissioned by NCC and circulate to all councillors.

8. **Neighbourhood Plan**

A verbal update on the Neighbourhood Plan was provided. We have had further feedback on the draft from external stakeholders which is being reviewed by Jo-Anne Garrick, our planning consultant. Public consultation is expected to take place in April. We are hoping to include information on consultation in the next edition of 'The Bulletin' as it will reach all households. There will be information available in the BTC office and we hope to have representation in the market once the Bulletin has been delivered where residents can ask questions and leaflets will be positioned at various outlets. There be posts on social media and an online survey. Following this, the working group will reconvene to discuss feedback.

9. **The Date of the Next Meeting**

The next meeting of the Planning Committee is scheduled for Thursday, 2 April 2026.

Meeting ended at 19:20