

BERWICK-UPON-TWEED TOWN COUNCIL



Planning Committee

Time and date

Wednesday 24 June 2026 at 1pm

Place

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

Committee Members

Cllr Rachel Driver – Chair
Cllr Robert Bruce – Deputy Chair
Cllr Thomas Stewart
Cllr Mike Greener
Cllr Catherine Seymour
Cllr Gary Smith

In Attendance

Cllr Rachel Driver
Cllr Robert Bruce
Cllr Mike Greener
Cllr Thomas Stewart (until 1.40pm)
Cllr Jane Turton (ex officio)
Stephen Robinson (Operation Manager)
Lucy Henzell-Thomas (Administrative Officer)

NOTES

1. Election of Chair for the Administrative Year

Chair: Cllr Driver was proposed and seconded by Cllrs Greener and Stewart.
Deputy: Cllr Bruce was proposed and seconded by Cllrs Greener and Stewart.

2. 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.

3. Apologies For Absence

Apologies for absence were received from Cllr Seymour and Cllr Smith.

4. Minutes

The minutes of the Planning Committee meeting held on Thursday, 2 April 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

No disclosure of interests were received.

5. Applications For Planning Permission

The committee reviewed 13 applications for planning permission:

1. Ref: 26/01745/LBC

Saks Hair And Beauty 109 Marygate Berwick-Upon-Tweed Northumberland TD15 1BH Listed Building Consent for internal and external alterations to facilitate change of use of upper floors from commercial (Class E) to residential (Class C3). Removal of existing internal timber fire door and frame connecting retail unit to rear protected staircase. Removal of staff toilet cubicle and internal wall to Treatment Room 1 to create ensuite master bedroom. Formation of new double-opening between lounge and kitchen area. Removal of non-original suspended ceiling in lounge (lowered by approx. 400mm) and reinstate at original joist level. Creation of new door opening on rear elevation (1982 rebuild section). New fire-rated exit door will be installed to provide safe egress, service and delivery access for ground-floor retail unit. Replacement of three 1980s timber sashes with Heritage-grade high-specification uPVC sash-and-case units on front and three on rear (double glazed). Installation of electrical and water meters and mechanical ventilation with heat recovery (MVHR) system.

Decision: Objection. While the Town Council welcome the conversion in principle, they object due to the proposal for uPVC windows.

2. Ref: 26/00991/FUL & 26/00992/LBC

Hen And Chicken Hotel 15 Sandgate Berwick-Upon-Tweed Northumberland TD15 1EP Replacement windows to front elevation and internal variation to rooms & Listed Building Consent for same project

Decision: Objection. There are still 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. BTC supports bringing the building back into use but cannot support this application given the lack of detail currently provided.

3. Ref: 26/01969/ADE

Berwick Railway Station, Shop Railway Street Berwick-Upon-Tweed TD15 1NF Advertisement Consent - New building signage to replace existing 'COSTA COFFEE' sign to building face, 'Travelines' sign to building face, and 'COSTA COFFEE' sign above door opening.

Decision: No objections

4. Ref: 26/01938/CCD

Berwick Academy Adams Drive Spittal Northumberland TD15 2JF Demolition of existing school buildings and the erection of new school buildings and associated external works including access and landscaping.

Decision: Committee requested an Extraordinary Meeting open to the public to look at the application in more detail with ALL councillors, NCC and new Head of Academy. Date to be decided.

5. Ref: 26/02001/FUL

69 - 75 Marygate Berwick-Upon-Tweed Northumberland TD15 1BA Change of use and alterations to the rear of the ground floor, first floor and 1 no external store building from commercial use to residential use and ancillary storage

Decision: No objections

6. Ref: 26/02008/LBC
8 Pier Maltings Pier Road Berwick-Upon-Tweed Northumberland TD15 1JB
Listed Building Consent for internal alteration work including removal and replacement of mezzanine with a full floor structure, new stair and internal reconfiguration
Decision: No objection
7. Ref: 26/01989/FUL
1 Letham Shank Cottages Berwick-Upon-Tweed Northumberland TD15 1UX
Alterations and extension to dwelling house and change of use of agricultural land to garden
Decision: Neutral. The Town Council has concerns regarding the change of use of land from agricultural land to domestic garden and the proposal to change a right of way. The Town Council requests clarity on the rules regarding the land change and whether the application has been sent to Rights of Way Officer to determine permission to re-route a right of way.
8. Ref: 26/02138/FUL
26 Springdale Tweedmouth Berwick-Upon-Tweed Northumberland TD15 2DD
Demolition of conservatory and erection of a single storey extension to the rear and side.
Decision: No objections
9. Ref: 26/01768/FUL
A And J Robertson Granite Ltd Tweed Dock Tweedmouth Northumberland TD15 2AB
Install three fixed light windows and building cladding for painting either grey or navy.
Decision: No objections subject to approval by the Conservation Officer
10. Ref: 26/01896/LBC
5A Ravensdowne Berwick-Upon-Tweed Northumberland TD15 1HX
Listed Building Consent for installation of photovoltaic panels to West (rear) pitch of existing roof, together with external battery storage. Installation of single air-source heat pump. Installation of internal secondary glazing.
Decision: Already covered on email – no objections
11. Ref: 26/01999/FUL & 26/02000/LBC
13 Hide Hill Berwick-Upon-Tweed Northumberland TD15 1EQ
Refurbishment of building including window and door repair/replacement; redecoration of shopfront; and conversion of upper floors to provide a 2-bedroom maisonette (C3 use) & Listed Building consent for same project.
Decision: No objections

6. Planning Application Decision List

The committee reviewed the list of planning application decisions for May 2026.

Action: Officers to check Tree applications include the instruction to plant 2 new trees for every one felled.

7. Maltings Construction Management Plan

To discuss possible impact of the works on the Town Centre – application 26/01929/DISCON. Officers have been made aware of concerns regarding the lack of detail in timings, duration and days of operation in the application and the subsequent impact this may have on traders in the town centre.

Action: Officer to request more details on the project to ensure the public are suitably informed.

8. The Granary, Love Lane

Officers have received a letter regarding the application 25/04468/FUL concerning replacement of windows on Love Lane which was refused by NCC. An appeal has been made against this decision. The committee was asked if they wished to make comments or modify/withdraw their previous objection on the grounds that despite the fact that the building is not Listed, and upgrading to double-glazing is welcome, they have concerns that they should not generally be accepting the use of uPVC windows within the Berwick Conservation Area.

Decision: Committee decided to uphold their previous objection – no further action required.

9. War Memorials

To discuss additional insertion of names to war memorials.

Tweedmouth: A member of the public has come forward to inform the council that a name has been missed off the list on the Tweedmouth War Memorial.

Castlegate: A list of WWII fallen has been compiled by the Archives. It has been suggested that these names should also commemorated at the Castlegate War memorial site.

Decision: Committee would like officers to investigate details and costs of changes/additions to War Memorials and feedback to councillors

10. Local Plan – Scoping Consultation

There will be separate engagement with town and parish councils in the autumn. Details to follow.

11. Neighbourhood Plan

Committee were given a verbal update. Steering Group to meet next week to discuss Feedback Report Draft received from planning consultant in order to progress draft of Neighbourhood Plan.

12. Date of the next meeting

Next meeting on 22nd July at 1pm