

BERWICK-UPON-TWEED TOWN COUNCIL



Planning Committee

Time and date

Wednesday 19 August 2026 at 1:00 PM

Place

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

TO: **ALL MEMBERS OF THE PLANNING COMMITTEE**

Dear Councillor

The Agenda for the meeting is set out below.

Iain McCready

Proper Officer

14 August 2026

Agendas and papers for all meetings can be accessed on <https://www.berwick-tc.gov.uk/meetings>

Committee Members are:

Cllr Rachel Driver

Cllr Robert Bruce

Cllr Thomas Stewart

Cllr Mike Greener

Cllr Catherine Seymour

Cllr Gary Smith

ALL Councillors are welcome to attend

Members' Apologies

Members are requested to submit their apologies and any Declarations of Interest on the relevant form attached to this agenda to Chief.Officer@Berwick-tc.gov.uk by 5pm on the day before the meeting.

Questions by the Public

At the discretion of the Town Mayor, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 15 minutes overall.

Members of the Public are welcome and have a right to attend this Meeting. Please note that there is a maximum capacity of 10 in the public gallery.

BERWICK-UPON-TWEED TOWN COUNCIL

8/19/2026 1:00 PM - 2:30 PM

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AGENDA

66.26.OPEN SESSION

Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This is for a period of 15 minutes overall and is limited to 3 minutes per person

67.26.Apologies For Absence

To receive apologies for absence

68.26.Minutes

To sign as a correct record the minutes of the Planning Committee held on Wednesday 24 June 2026

69.26.Disclosures of Interest

See attached form

70.26.Applications For Planning Permission

To receive the schedule of applications for planning permission and to consider making observations; and to consider any further applications received in advance of the meeting. Appendix A

71.26.Planning Application Decision List

To note the list of planning application decisions for July 2025. Appendix B

72.26.Neighbourhood Plan

To receive a verbal update

73.26.The Date of the Next Meeting

The next meeting of the Committee is on the 23 September at 1pm

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 Jane Turton
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 objections

7. Ref: 26/01989/FUL
I 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 be 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



Berwick-upon-Tweed Town Council

Disclosure of Interests Form

(Localism Act 2011)

Notification by a Member of a Disclosable Pecuniary or Other Interest in a Matter under Consideration at a Meeting

Please complete the form below to indicate any agenda items in which you have an interest. If you have a disclosable pecuniary or other interest in an item, please also indicate whether you wish to speak (refer to the Council's Code of Conduct for details).

As required by the Localism Act 2011, I declare that I have a disclosable pecuniary or personal interest in the following matter(s):

MEETING: _____

DATE: _____

NAME OF COUNCILLOR: _____

Agenda Item No.	Type of Interest (Disclosable Pecuniary / Other)	Reason for Interest	Wish to Speak (Yes/No)

Signed: _____

Date: _____

Please return this form to the Chief Officer before the meeting begins.

**Northumberland County Council
Planning Applications
North Division**

**NOTE: All applications (including plans and comments) can be viewed at <https://publicaccess.northumberland.gov.uk/online-applications/>
Individual applications can be viewed by clicking the link on the
Application Ref Number.**

Examples of issues the local planning authority can normally consider as a material planning consideration:

- Overshadowing;
- Overlooking and loss of privacy;
- Adequate parking and servicing;
- Impact on 'outlook'/sense of enclosure
- Loss of trees;
- Loss of ecological habitats;
- Design and appearance;
- Layout and density of buildings;
- Effect on listed building(s) and conservation areas;
- Access and highways safety;
- Traffic generation;
- Noise and disturbance from the scheme (though not from construction);
- Disturbance from smells;
- Public visual amenity (not loss of private individual's view);
- Flood risk.

Examples of issues the local planning authority cannot normally consider as a material planning consideration:

- Loss of value to private individual property;
- Loss of view;
- Boundary disputes including encroachment of foundations or gutters;
- Private covenants or agreements;
- The applicant's personal conduct or history;
- The applicant's motives;
- Potential profit for the applicant or from the application;
- Private rights to light;
- Private rights of way;
- Damage to property;
- Disruption during any construction phase;
- Loss of trade and competitors;
- Age, health, status, background and work patterns of objector;
- Time taken to do the work;
- Capacity of private drains;
- Building and structural techniques;
- Alcohol or gaming

Application Ref [26/02669/LBC](#)

Location 20 Ravensdowne Berwick-Upon-Tweed Northumberland TD15 IHX

Description Listed Building Consent for internal alterations to create ensuite to main bedroom at first floor

Application Ref [26/02728/LBC](#)

Location Costa Travelines Berwick Railway Station Railway Street Berwick-Upon-Tweed Northumberland TD15 INF

Description Listed Building Consent: Proposed new signage and internal refurbishment works

Application Ref [26/02737/FUL](#)

Location Residential Flat The Angel 11 Brewery Bank Tweedmouth Berwick-Upon-Tweed Northumberland TD15 2AQ

Description Proposed alterations to form dedicated access to first floor flat

Application Ref [26/02777/FUL](#)

Location 19 Mount Road Tweedmouth Northumberland TD15 2BA

Description Single storey rear extension, balcony replacement and door canopy installation

Application Ref [26/02831/LBC](#)

Location Angel Of Peace Castlegate Berwick-Upon-Tweed Northumberland TD15 1JX

Description Listed Building Consent for the installation of a 6m high flagpole within the curtilage of the Angel of Peace war memorial

Application Ref [26/02811/CCD](#)

Location Land East Of 17 Walkergate Walkergate Berwick-upon-tweed Northumberland

Description Temporary use of site as public car park for up to two years, including repairs and resurfacing of hardstanding, creation of new dropped-kerb access from Walkergate, minor footway works, vegetation clearance (excluding retained mature trees), installation of parking and welcome signage, provision of Blue Badge parking, and replacement of hoardings with timber fencing where required along site boundaries

NOTE: BTC queried the previous withdrawn application with NCC [26/02318/FUL](#)
'Drainage - over half of the existing site is noted as being a hard surface, and the majority of the new surfacing is described as a thin bituminous layer, which implies that it is not porous to rainwater. However we can see

no proposals on the drawings for drainage of surface water, and therefore we would like want to know how this will be dealt with, before confirming support for the application.'

NCC replied: Following correspondence with our highways team, it looks as though we would look to secure details of surface water drainage via condition, so following grant of permission if we were minded to approve the application. They advised that the current surface of the site is hardstanding which could accommodate an informal arrangement of parking - but NCC prefers to formalise car parking schemes to have bays, and loose material cannot be utilised too close to the adjacent highway, so the method in this instance is to repair and resurface the existing hardstanding.

Planning Application Decision List for July 26

- **Trees in a Conservation Area: T1 Oriental / Flowering Cherry. Crown Reduction to bring the height & spread down to approximately 7 feet, with a view to be it being pruned every 2-3 years to reduce it back to this size.**
Street Record Parade School Mews Berwick-Upon-Tweed Northumberland TD15 IET
Ref. No: 26/02514/TREECA | Status: Permitted
BTC: Not consulted
- **Ino. generator installation**
Combined Communications Mast Camphill Berwick-upon-tweed Northumberland
Ref. No: 26/02328/MISC | Status: Permitted development
BTC: Not consulted
- **Variation of condition 2 (approved plans) on approved application 23/02480/FUL to create additional accommodation within an annexe building rather than building the approved outbuilding to the rear of the property**
Hillside House Castle Hills Berwick-Upon-Tweed Northumberland TD15 IPB
Ref. No: 26/02173/VARYCO | Status: Withdrawn
BTC: Objection. We understand that all of the properties along this lane are outside the Settlement Boundary as defined in the NCC Local Plan, so in planning terms must be treated as though they were in open countryside. An additional self-contained residential unit would contravene policies on new development in open countryside, and would also put further pressure on what is currently an unadopted road. Is there a new Design & Access statement that might seek to justify this additional unit?
- **Notification of prior approval for a general purpose agricultural building.**
West Edge Farm Track To West Edge Farm From Duns Road Berwick-Upon-Tweed TD15 IUE
Ref. No: 26/02142/AGRGDO | Status: Prior approval not required
BTC: Not consulted
- **Demolition of conservatory and erection of a single storey extension to the rear and side.**
26 Springdale Tweedmouth Berwick-Upon-Tweed Northumberland TD15 2DD
Ref. No: 26/02138/FUL | Status: Permitted
BTC: No objections
- **Discharge of Condition 4 (Contaminated Land Verification) on approved application 24/01359/VARYCO**
Seton Hall Ord Road Tweedmouth Northumberland TD15 2UT
Ref. No: 26/02070/DISCON | Status: Permitted
BTC: Not consulted
- **Discharge of Condition 3 (Demolition and Construction Method Statement) on approved planning application 26/00460/FUL**
Holy Trinity C Of E Aided First School Bell Tower Place Berwick-Upon-Tweed TD15 INB
Ref. No: 26/02026/DISCON | Status: Refused
BTC: Not consulted
NCC: Comment: Insufficient information has been submitted in respect of Condition 3. Following consultation with the Highway Authority, concerns are raised that the submitted details do not adequately address all requirements of the condition, Further information will be required before the condition can be recommended for discharge. This condition IS NOT discharged.

- **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.**
Berwick Railway Station, Shop Railway Street Berwick-Upon-Tweed TD15 INF
Ref. No: 26/01969/ADE | Status: Permitted
BTC: No objections
- **Discharge of Condition 4 (Detailed Service Plans) on approved application 25/00908/LBC**
Berwick Barracks, Gymnasium Gallery Parade Berwick-Upon-Tweed TD15 IDF
Ref. No: 26/01906/DISCON | Status: Permitted
BTC: Not consulted
- **Listed Building Consent for internal and external alterations to facilitate change of use of upper floors from commercial (Class E) to residential (Class C3).....**
Saks Hair And Beauty 109 Marygate Berwick-Upon-Tweed Northumberland TD15 IBH
Ref. No: 26/01745/LBC | Status: Refused
BTC: Objection. While the Town Council welcome the conversion in principle, they object due to the proposal for uPVC windows.
NCC: The proposed replacement of six existing timber sash windows with heritage style uPVC sash units would result in less than substantial harm to the significance of the Grade II listed building and the character and appearance of the Berwickupon-Tweed Conservation Area. The Local Planning Authority is not satisfied that the public benefits put forward by the applicant outweigh the identified harm. The proposal would therefore fail to preserve the special architectural and historic interest of the listed building and fail to preserve the character and appearance of the conservation area...
- **Request for a Screening Opinion in respect of the demolition of existing school buildings and the erection of new school buildings and associated external works including access and landscaping**
Berwick Academy Adams Drive Spittal Berwick-Upon-Tweed Northumberland TD15 2JF
Ref. No: 26/01587/SCREEN | Status: EIA (Environmental Impact Assessment) Not Required
BTC: Not consulted
- **Demolition of existing farmhouse & outbuilding and erection of 1 new single dwelling with integral garage**
Baldersbury Hill Berwick-Upon-Tweed Northumberland TD15 IUY
Ref. No: 26/01506/FUL | Status: Permitted
BTC: No objections
- **Change of use of a single self-contained residential unit (Use Class C3) to a full-time short-term holiday let. No external or internal physical alterations are proposed as part of this application.**
38 Flat 6 Hide Hill Berwick-Upon-Tweed Northumberland TD15 IAB
Ref. No: 26/01414/FUL | Status: Permitted
BTC: No objections
- **Advertisement consent for replacement of existing unauthorised illuminated signage with a revised, low-level illuminated fascia sign and addition of 1 non-illuminated fascia sign & LBC for same project**
Marygate Berwick-Upon-Tweed Northumberland TD15 IBA
Ref. No: 26/01231/ADE & 26/01232/LBC | Status: Permitted
BTC: No objections to the amended design
- **A corten steel sheet of artwork attached to the concrete wall to east of the lily pond**
Park Area East Of Castle Vale House Railway Street Berwick-Upon-Tweed Northumberland
Ref. No: 26/00948/FUL | Status: Permitted
BTC: No objections

- **Proposed reinstatement of asphalt surface on former Aldi Store, erection of Laundrette, 6 bay jetwash unit, 2 bay touchless drive through car wash unit, erection of signage at entrance and associated works**

Aldi North Road Berwick-Upon-Tweed Northumberland TD15 1QQ

Ref. No: 26/00776/FUL | Status: Permitted

BTC: Neutral Berwick Town Council has concerns in the following areas:

1. Signage - the proposed sign is rather large and illuminated, so there is concern regarding impact on residents.
2. Opening hours - these are not stated. There is concern that if outside facilities are used 24 hours, this could impact on residents. Suggestion that outside facilities are not used between 10pm-7am.
3. Drainage - the council would like reassurance that the drainage is sufficient to cope with the amount of cleaning products used and whether there may be impact on a nearby stream. Berwick Town Council agree with the County Ecologist that further information and evidence on the disposal of wastewater is required.

NCC: With regard to the comments from Berwick Town Council, the issues have been considered by the relevant consultees and a condition added restricting the opening hours from 8pm until 6am to ensure that residents are not impacted unnecessarily by the use of the site as a car wash. Likewise, a trade effluent application has been submitted to and approved by Northumbrian Water ensuring that the drainage on site is adequate for the proposed use.

- **Retrospective: Advertisement consent for installation of fascia sign (as amended)**

The Rug Warehouse Castlegate Berwick-Upon-Tweed Northumberland TD15 1JX

Ref. No: 25/02301/ADE | Status: Permitted

BTC: No objection to revised design