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# Berwick-upon-Tweed Town Council

Minutes of the Town Council Planning Committee Meeting held on  
Monday, 13 November 2023 at 6.00pm in The Meeting Room, Berwick-  
upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-  
upon-Tweed

**PRESENT:**

Councillors: R Driver (Chair)  
T Stewart  
J Turton  
G Smith

**IN ATTENDANCE:**

Steve Cozens, Assistant to the Clerk  
Lucy Henzell-Thomas, Administrator  
0 members of the public

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Secunder	Decision
P037/23	<b>OPEN SESSION</b>			
	<p>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.</p> <p>This is for a period of 15 minutes overall and is limited to 3 minutes per person.</p>	N/A	N/A	<p>Cllr T Stewart raised a point regarding reporting planning violations. He stated that 'Berwick is a conservation area with highest concentration of listed buildings in the county, but this is worthless if not enforced'. Cllr Stewart wondered if we could elevate matters appropriately to NCC when we see them – although this is not part of our statutory brief. The Chair suggested that we could act as a conduit and the Town Clerk as a point of reference for residents' concerns to get them checked and we could monitor the planning portals. It was agreed that the committee would take advice from the Town Clerk and find the most appropriate mechanism for people to report issues.</p> <p>The Chair raised the extension of parking restrictions in the Greenses because of work on the hospital site. Residents there are affected, especially due to the closure of Castlegate car park seasonal overflow, where they could have parked while work was completed. The Chair suggested</p>

				<p>council needed to be mindful of these spaces in future as the work progresses.</p> <p>Cllr T Stewart mentioned that there was going to be a new one-off additional payment required for all new planning applications (new build and conversions) towards coastal mitigation. He added that he would check details and let the Committee know.</p>
<b>P038/23</b>	<b>APOLOGIES FOR ABSENCE</b>			
	To receive apologies for absence.	N/A	N/A	Apologies for absence were received from Cllr J Robertson.
<b>P039/23</b>	<b>MINUTES</b>			
	To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Planning Committee meeting held on Monday, 9 October 2023.	GS	TS	<p>Members requested an update on the letter composed in response to the proposal to extend the duration of a Public Services Protection Order for the consumption of alcohol discussed at the last meeting.</p> <p>After which, the minutes of the meeting held on Monday 6 October 2023, were agreed and signed as a correct record.</p>
<b>P040/23</b>	<b>DISCLOSURE OF INTERESTS</b>			
	(i) Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest,	N/A	N/A	i. There were no disclosures of interests.

	<p>(which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.</p> <p>(ii) To receive and consider requests from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.</p>			<p>ii. There were no requests for dispensation</p>
<b>P041/23</b>	<b>APPLICATIONS FOR PLANNING PERMISSION</b>			
	<p><b>Ref No:</b> 23/03873/FUL  <b>Description:</b> Installation of 30no. solar photovoltaic panels on roof  <b>Address:</b> Holy Trinity Parish Church Parade Berwick-upon-Tweed Northumberland TD15 1DF</p>	<p>Nem con</p>		<p>No objections.</p>
	<p><b>Ref No:</b> 23/03993/COU  <b>Description:</b> Change of use from Unit/Workshop to a Retail Shop  <b>Address:</b> 11 Silver Street Berwick-upon-Tweed Northumberland TD15 1HU</p>	<p>Nem con</p>		<p>Members commented that there was a lack of detail and they could not judge the application without drawings. Therefore there was insufficient evidence to reach a conclusion.</p>

	<p><b>Ref No:</b> 23/02694/CCD</p> <p><b>Description:</b> Demolition of timber frame sales office and brick two door garage to allow for construction of temporary car park</p> <p><b>Address:</b> Bridge End Tweed Dock Tweedmouth Berwick-Upon-Tweed Northumberland TD15 2AB</p>	Nem con		Committee objected due to concerns regarding access/exit near the Old Bridge and that there is nothing to show justification in providing temporary parking. They also objected to the loss of a building with worthwhile character, i.e. the timber frame sales office
	<p><b>Ref No:</b> 23/04100/FUL</p> <p><b>Description:</b> Construction of single storey detached dwelling including two on-site parking spaces with access from Cemetery Lane</p> <p><b>Address:</b> Land South East Of 132 Dean Drive Dean Drive Tweedmouth Northumberland</p>	Nem con		Members objected due to concerns about amenity and proximity (10.7ft) of the parent property - where properties directly face one another, except where overlooking a street or public space, a distance of at least 21m between facing habitable room windows is normally required.
<b>P042/23</b>	<b>PLANNING APPLICATION DECISION LIST</b>			
	To note the list of planning application decisions for October 2023.	Nem con		The decisions provided in the attachment were noted. In regard to application 23/03385/TREECA, the committee want it to be noted that cherry trees are protected.
<b>P043/23</b>	<b>DATE OF NEXT MEETING</b>			
	The date of the next meeting will be Monday, 11 <sup>th</sup> December 2023 at 6.00 pm.	N/A	N/A	Noted.