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# Berwick-upon-Tweed Town Council

Minutes of the Town Council Planning Committee Meeting held on  
Monday 17 June 2024 at 6.00pm in The Meeting Room, Berwick-upon-  
Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-  
Tweed

**PRESENT:**

Councillors: T Stewart (Chair)  
M Greener  
R Driver  
J Robertson

**IN ATTENDANCE:**

Gareth Davies, Town Clerk  
Lucy Henzell-Thomas, Administrator

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Seconded	Decision
P010/24	<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	There were no members of the public present.
P011/24	<b>APOLOGIES FOR ABSENCE</b>			
	To receive apologies for absence.	N/A	N/A	There were no apologies for absence
P012/24	<b>MINUTES</b>			
	<p>i. To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Planning Committee meeting held on Tuesday 07 May 2024.</p> <p>ii. To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Planning Committee meeting held on Tuesday 14 May 2024.</p>	JR	MG	<p>i. The Committee <b>RESOLVED</b> that the minutes of the meeting held on Tuesday 07 May 2024, were agreed and signed as a correct record.</p> <p>ii. The Committee <b>RESOLVED</b> that the minutes of the meeting held on Tuesday 14 May 2024, were agreed and signed as a correct record.</p>
P013/24	<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, (which includes any disclosable pecuniary interest), they may have in any of the items	N/A	N/A	i Cllr T Stewart declared a pecuniary interest in relation to Item 5, Planning Application 24/01747/FUL and left the meeting for consideration of that item.

	<p>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>P014/24</b>	<b>APPLICATIONS FOR PLANNING PERMISSION</b>			
	<p><b>Ref No:</b> 24/01617/LBC  <b>Description:</b> Listed Building Consent for change of use of ground floor of vacant Block G in West range to artists' studios and creative workspace. The proposal includes six artists' studios, artists' wet space, kitchen facilities and toilet.  <b>Address:</b> Berwick Barracks Parade Berwick-upon-tweed Northumberland TD15 1DF</p>	<p>Nem con</p>		<p>No objections</p>
	<p><b>Ref No:</b> 24/01616/FUL  <b>Description:</b> Change of use of ground floor of vacant Block G in West range to artists' studios and creative</p>	<p>Nem con</p>		<p>No objections</p>

	<p>workspace. The proposal includes six artists' studios, artists' wet space, kitchen facilities and toilets.</p> <p><b>Address:</b> Berwick Barracks Parade Berwick-upon-tweed Northumberland TD15 1DF</p>			
	<p><b>Ref No:</b> 24/01677/ADE</p> <p><b>Description:</b> Advertisement Consent for new non-illuminated fascia signage and projecting sign</p> <p><b>Address:</b> The Clarks Shop 57 Marygate Berwick-upon-tweed Berwick-Upon-Tweed Northumberland TD15 1AX</p>			No objections
	<p><b>Ref No:</b> 24/01647/LBC</p> <p><b>Description:</b> Listed Building Consent for new non-illuminated signage and shopfront decoration for new retailer. Minor internal decoration works with new brand fixtures and fittings installed.</p> <p><b>Address:</b> The Clarks Shop 57 Marygate Berwick-upon-tweed Berwick-Upon-Tweed Northumberland TD15 1AX</p>			No objections
	<p><b>Ref No:</b> 24/01615/ADE</p> <p><b>Description:</b> Advertisement consent for a 10m high, double-sided totem sign, internally illuminated.</p> <p><b>Address:</b> Land West Of 2 Loaning Meadows Retail Park Loaning Meadows Retail Park Berwick-upon-tweed, Northumberland</p>			Objection due to the cumulative effect of light pollution on the visual environment and private housing near to the area. It will also have a negative visual impact, day and night, on a significant view in the town.
	<p><b>Ref No:</b> 24/01707/VARYCO</p> <p><b>Description:</b> Variation of condition 2 (approved plans) and discharge of conditions 4 (refuse) and 6 (landscape planting plan) on approved application</p>			No objections

	24/00094/FUL to allow material and layout changes to accommodate retailer. <b>Address:</b> The Meadow House Inn North Road Berwick-Upon-Tweed Northumberland TD15 1UR			
	<b>Ref No:</b> 24/01604/FUL <b>Description:</b> Proposed single storey Garden Room extension within rear garden <b>Address:</b> 15 Church Road Tweedmouth Northumberland TD15 2AN			No objections
	<b>Ref No:</b> 24/01747/FUL <b>Description:</b> Replacement of 5no. existing sash windows (retrospective), formation of 1no. new window opening in North elevation and replacement of 1no. rooflight <b>Address:</b> 20 Tweed Street Berwick-Upon-Tweed Northumberland TD15 1NG			Cllr T Stewart left the meeting for consideration of this item – see minute P013/23
	<b>Ref No:</b> 24/01871/ADE <b>Description:</b> Advertisement Consent - Installation of 2no. Vinyl and 5no. Dibond. <b>Address:</b> Tesco Stores Ord Road Tweedmouth Northumberland TD15 2XG			No objection
<b>P015/24</b>	<b>PLANNING APPLICATION DECISION LIST</b>			
	To note the list of planning application decisions for May 2024.	Nem con		The decisions provided in the attachment were noted.
<b>P016/24</b>	<b>STREET NAMING CONSULTATIONS</b>			
	To consider the applications below:	Nem con		

	<p>i. 24/00696/SN Street Naming Consultation – Rosebank</p> <p>ii. 24/00919/SN Street Naming Consultation – Seton Hall</p>			<p>No objections</p> <p>The Planning Committee have considered the consultation and would like to suggest that Seton Gardens would be appropriate for the whole area. We understand that 2 different street addresses may be to differentiate the larger properties but we anticipate confusion due to two streets with the same numbering in very close proximity. We also suggest that the houses could be numbered sequentially according to plot numbers.</p>
<b>P017/24</b>	<b>NEIGHBOURHOOD PLAN</b>			
	To receive a verbal update	Nem con		<p>The committee noted the update. The Town Clerk informed the Committee that the Council would need to have a timeline for completion in place by September as there may well be new planning legislation introduced after the election which may delay the process. The Committee <b>RESOLVED</b> that the Town Clerk would contact Northumberland County Council regarding funding applications and a possible timeline for completion overall. There was a discussion about Tree Preservation Orders (TPO's) and whether the subject should be revisited alongside the Neighbourhood Plan. The Town Clerk informed the Committee that if they</p>

				<p>had good training from NCC on this they would be able to use this training to approve TPO's brought to them by elected members, making it more likely that they would be approved by NCC. It was <b>RESOLVED</b> that the Town Clerk would contact the NCC Tree Officer regarding a training session for the Committee on TPO's. Cllr J Robertson informed the committee that a local graduate student had offered to do some research for the Neighbourhood Plan over the next 3 months and the committee <b>RESOLVED</b> that The Town Clerk should contact her about this and invite her to join the next internal Neighbourhood Plan meeting.</p>
<b>P018/24</b>	<b>ACTION PLAN</b>			
	To receive an update.	Nem con		<p>The committee noted the update. The Town Clerk updated the Committee on the 2 items under Planning</p> <ul style="list-style-type: none"> <li>i. Local Transport Plan and Consultation, there is a legislative freeze that might slow it down this year</li> <li>ii. Appropriate housing – at some stage, possibly by the next meeting, the Committee needs to define what this piece of work will be. Overall it will be a broad audit of existing housing stock to see what we have and what the need is. Given that we have a strategic housing land assessment and</li> </ul>

			<p>current housing requirements are simply to deliver a number of units rather than 'appropriate' units, we may end up saying that we need to lobby government to change the framework to allow us to be much more specific in the type of housing units allowed in the town. Or perhaps that local authorities need more power to specify what is appropriate for their area. For example, in Berwick we need more family homes to encourage families to move here and keep the schools open so we could look at ways to achieve this through taxation or restrictions on use that have been used in other Northumberland towns. This work can run alongside the Neighbourhood Plan with the aim of being ready for the public for comment by the autumn.</p> <p>The Committee <b>RESOLVED</b> to set up a separate working group to look at this and Cllr T Stewart will invite councillors to join if they wish. It was also <b>RESOLVED</b> that the Town Clerk would contact Tom Johnson from Glendale Trust for his advice on the matter.</p> <p>It was <b>RESOLVED</b> to move the following items into the Planning section:</p>
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				Item 21 (Infrastructure Resolve lack of accessible kerb issue) Item 26 (Progress Neighbourhood Plan) And to add the item 'Training on TPO's'
<b>P019/24</b>	<b>DATE OF NEXT MEETING</b>			
	The date of the next meeting will be held on Monday 29 July 2024 at 6.00 pm.	N/A	N/A	Noted.