

10. Any Other Business.

- i) AR relayed that John Robertson (WE residents) could no longer make any Tuesday. He wanted to be kept informed but did not nominate another representative. The group discussed suitable days and considered the next meeting should be as planned on Tuesday 4th May but future meetings (subject to venue; as this was another issue) could possibly be a Wednesday as this appeared to be when most could make it (of those present). AR to convey this to JR and to research the use of the Barracks (officers mess) for future meetings/preferred days.
- ii) TK using spare monies to commission commemorative plaques for the bridge project (Stephenson's logo). Network Rail is supportive and have waived all fees. TK seeking advice from AR regarding the need for listed building consent and AR offering conservation input to the design and application process.
- iii) PW informed CAAG that Archives were celebrating 30 years and numerous events/activities were being planned to raise awareness.
- iv) CB informed the group that the car park application at the north ditch (Castlegate) was currently with English Heritage seeking Scheduled Monument Consent for a 5 yr temporary period.
- v) CB introduced a document prepared by St Boisil's residents association entitled "Tweedmouth Riverside Project" that set out the planning policies and emerging issues that were of relevance and concern to local residents. The document was wider than the "Dock Road" area identified as a 'Berwick's Future' project and had been assisted by a local planning consultant. The residents also wanted to feed this into the Eastern Arc Area Action Plan and other relevant strategic planning considerations. The area abutted the Spittal Masterplan area. CB considered the document worthy of CAAG discussion and input and suggested MT circulate the document prior to the next meeting for CAAG consideration on the 4th May.

11. Date of Next Meeting.

Tuesday 4th May (venue to be confirmed).

up – none had been submitted. CB can produce a page without but it would give some idea as to the number of organisations represented.

9. Current Planning Applications.

Brucegate – demolition of existing dental surgery and erection of 4 flats.

There had been a presentation/discussion at the start of the meeting from the agent – Hugh Garratt and this had proved to be very useful. Mr Garratt was thanked for his attendance and CAAG views were discussed following the agreed checklist/protocol.

It was agreed that AR would forward CAAG comments on the application direct to the planning case officer.

AC raised the proposed change of shop front to the former Evans shop in Marygate. AR/AK confirmed that the application would be considered in a conservation area context and would take account of the “Shopfront Design Guide”. The application was still being assessed and consulted on.

AR raised the renewal of permission applications recently submitted for Playhouse and 55 Hide Hill. The Georgian Group had contacted AR and development management claiming they were being bombarded with emails concerning the applications; the lack of information submitted; that they were going to committee before the expiry date and were not taking the new PPS5 into account. AR concerned that this had arisen from the local community; was not accusing any local group or amenity society but wanted CAAG as the appropriate umbrella forum to be aware of the process and statute regarding these “renewal of permission” applications.

AK explained the government had issued guidelines that encouraged applicants to renew permissions before they expired (to effectively buy more time due to the slow market and impact of the recession). The document “Greater flexibility for planning permissions” guidance advised this could be done via a single application form (without any of the previous supporting information and documentation) submitted before the time period to start. There was no requirement or mechanism to re-consult or for objectors/commentators to “have another go” at seeking a different resolution. If there was no substantive changes to the scheme itself or material planning changes (PPS5 is guidance; the principal T&CP Act has not changed) then it is merely a rubber stamp exercise that gave the developer more time.

as a quick reference. Could not a short pdf file or leaflet on a few basic “do’s and don’ts” be gathered from the references in existing documents?

AC had started to identify some of the gaps that could be pursued and amplified by taking the character appraisals and other design guidance and offered to put together a list of proposals. There would not be a need to commission new studies.

CB asked how it could be taken forward – was CAAG an appropriate group to lead on it? CAAG considered it was representative of the relevant conservation bodies/amenity groups for the three conservation areas. CAAG also supported the bids and ongoing enhancement works; ongoing assistance with community led guidance and respect for the local vernacular could help support the final outcomes.

CB suggested a possible bid to the Town Council for assistance with a leaflet/pdf guidance approach – or possibly HLF – “Your Heritage” type of bid. This could be orchestrated through any of the amenity groups but would enquire of HLF as he was seeing a representative about another site.

Action; AC to start to bring together a proposals list; CB to make some enquiries regarding funding options.

7. Berwick’s Future (update on progress of project groups).

- Barracks Group formed – money secured for an options appraisal seeking viable alternative uses and possibilities for the Barracks now group in receipt of the Conservation Statement. Interim report due by end of July/final report by September. Still need to make a business case for the archives and a similar exercise is being undertaken exploring options.
- Public Realm Group – draft brief approved by the Future’s Management Group and sent out to tender. AR meeting prospective consultants after CAAG meeting who wish to tender. AR conducting a “walkabout” tour to explain the context; need for a strategy/guidance and to highlight some of the key spaces and design issues. Civic Society also asked to tender as a local organisation although are not attending the tour.

8. CAAG website – example page (CB).

CB apologised as had not been able to prepare this due to other commitments. Item deferred to next meeting. AR reminded groups they needed to send their logos to AR or directly to CB for inclusion in the mock

- Former Auction House, Castlegate
- Warehouse/Store Associated with Marlin Buildings, Quay Walls
- Former warehouse/store Quay Walls
- 12-14 Eastern Lane
- Rampart House, College Place
- St Cuthbert's Parish Centre, Walkergate
- 17, Palace Street
- 36, Castlegate
- The William Elder Building and nos 60 & 62, 56-62, Castlegate
- Whyteside House, 46 Castlegate
- 44 Castlegate
- House and Chapel Wall, 8 College Place
- Castle Hotel, Railway Street
- The Cobbled Yard PH, 40 Walkergate
- Ava Lodge and Gate piers, Castle Terrace
- Ladies Public convenience, Bank Hill
- Berwick Methodist Church Walkergate
- Mansergh, 86 Church Street
- The Brewer's Arms, 115 Marygate

PM reported that the Building Study Group were working away on a local list and had about a 100 buildings so far.

6. Design Guides (continuation of discussion; audit of what design guidance already exists AC).

AC circulated the '20 Building for Life' criteria from CABE that could be added to the CAAG checklist already used as part of assessing planning applications for new development. AC had also produced a list of current design advice available towards a 'gap analyses' and had also extracted all the relevant sections/paragraphs of the Berwick Character Appraisal that made reference to "negative" changes and the impact of alterations and "loss and replacement of original architectural details" on the conservation area. AR advised that many of these sections in the character appraisals had been used to justify the "heritage need" in the conservation led regeneration bids to English Heritage and the Heritage Lottery Fund. It had levered in funding toward fabric repairs and quality place.

AC asked how these negative references and acknowledgement that even small changes affect the character and appearance of the conservation area could be turned round – made into positive guidance? There was a lot of information/design guidance already but it was hidden within other documents or not expressed simply enough for people to grasp and take notice of. The "residents guide" approach had been favoured previously

body all three schemes had been taken to the County's Risk Appraisal Panel (on the 9th April) and would be going to Strategic Management Team at the end of April and the council's Executive meeting in May to be formally authorised and signed off.

CB advised that a job advert was currently out seeking a conservation officer for 4 years to back fill AR's post. It would be a couple of months before someone was in place. In the meantime Stephen Palmer from NECT was covering (2 days a week).

4. Berwick Railway Station Conservation Statement (update).

AR confirmed the final draft had been issued and approved by the Gateway Station Group. The document had no statutory weight but had been 'signed up to' (signatures in the front of the document) by Network Rail; East Coast; Railway Heritage Trust and NCC Conservation (AR). It had been used already regarding an application for alterations and refurbishment of the café area. The architect making the submission had commented on the benefits of having such a document that provided detail and context that had informed his submission (particularly the required 'design and access statement').

5. Berwick Listed Building Surveys (update).

AR advised that notification had been received from English Heritage that the following buildings had been rejected for statutory listing;

- 1&2, James Place, Spittal (too altered for a 19th century example)
- Former Coastguard Station, Quay Walls (range of buildings assessed on the southern area of the Quayside) – too altered for buildings of this type and date to be designated in a national context. The building is of "local interest" for its functional link with the Quayside and conservation area.
- 1-15, St Helen's Terrace, Spittal (a routine example of terraced housing which lacks special architectural interest in a national context).

The following buildings were currently being assessed in Berwick;

- 9, Railway Street, Berwick
- 5 and 7 Railway Street
- 19 and 21, Railway Street
- Police Station and Magistrates Court, Church Street
- Tweed View House, 9 Tweed Street
- The Retreat, 6, The Avenue
- 10 Palace Street East

Whilst Peter Biggars recognised the role of CAAG and assured the group there would be a continuing dialogue and relationship with a locally based development management team in Berwick; it was noted that recent re-structuring had effectively removed Peter Biggar's post (and the Director of Place post) from the County Council structure. It was considered important therefore, for CAAG to thank NCC for the assurance received (to Chief Exec) and to request being included as a consultee in future management arrangements in helping deliver the council's commitment to localism. **(action MS/AR)**

- 8.i) AR confirmed that CAAG comments (previously circulated by email) had been submitted to PINS re; the Mount Road appeal. Civic Society had also sent in comments. AK confirmed the application had been taken to north area planning committee and refused. PINS would now convert the appeal from 'non-determination' to an appeal against a refusal of permission and will consider the case against the reasons given for refusal. It was a written rep appeal and would take several months before a PINS decision would be received.
 - 9-2. TK advised that still not out to tender on the bridge illumination project. Delays due to a procurement problem. CAAG expressed concern at the continuing delay which could jeopardise
 - 9.iv) AR confirmed there were applications in concerning the new signage at Asda. AR already spoken with the case officer to convey conservation concerns – less of an issue from *within* the Tweedmouth conservation area – more about the affect upon the views/setting and skyline from Berwick conservation area.
3. **Regeneration Strategy – Protecting and enhancing the heritage asset (Update on THI and Area Partnership Schemes).**

AR confirmed that English Heritage had approved the Bridge Street and Castlegate Area Partnership Schemes and contracts had been received shortly after Easter. These were in the process of being signed and returned by NCC. A press release had been prepared but would probably have to wait until after the election (EH and communications group guidelines need to be followed). AR had been contacted by a couple of potential applicants already but the processes/application forms/guidance documents etc., needed to be in place and the schemes formally launched with EH approval before any grants could be allocated.

The THI development grant was continuing to be spent on additional surveys and research to support the Stage 2 submission (due in May).

The bids had originally been submitted on behalf of Berwick Borough Council. As Northumberland County Council was now the accountable

The Minutes of the Berwick-upon-Tweed Conservation Area Advisory Group Meeting on 13th April 2010.

In attendance:

Margaret Shaw	CARA (for presentation/first part of meeting)
Annette Reeves	NCC Conservation Officer (North)
Peter Watts	The Greenses Residents' Association
Chris Burgess	NCC Conservation Team Manager (North) Chair
Asif Khan	NCC Principal Planning Officer (North)
Tim Kirton	Regeneration Team (North)
Cllr Bowlas	Town Council
Philip Miller	Building Study Group
Margaret Thomas	St Boisil's Resident's Association
Alison Cowe	Berwick Civic Society

1. Apologies:

Mike Greener (SIT); John Robertson (WE); Cllr Smith (HELM); Peter Rutherford (NCC DM North).

A presentation/discussion preceded formal business (see item 9).

2. Minutes of the meeting held on 9th March and matters arising.

The minutes were agreed subject to the following amendment to CAAG discussion on;

ii) **Woolmarket Application.** CAAG comments had not made it to the file in this case. Although an isolated incident AR had discussed the issue fully with Development Management to ensure comments made it to the file and were taken into consideration. CAAG wished to reiterate that design considerations are as important for *back land sites* and enclosed spaces as any other site in the conservation area.

Matters arising;

- 2-4 c)** CB reported that PPS5 (replacement to PPG15/16) had been issued; somewhat out of the blue but cognisant of comments submitted and not as bad as first feared. Everyone is now working with the new document. CB suggested CB/AR present PPS5 to the next CAAG meeting. **(action CB/AR)**
- 2-8 i)** MS had received a reply to CAAG's letter of concern to NCC. AR circulated copies to CAAG members present. MS had to leave the meeting before this item was discussed but had asked whether a response was required. The letter had been written by the Head of Development Management and Building Control; Peter Biggars.