

## **The Minutes of the Berwick-upon-Tweed Conservation Area Advisory Group Meeting on 26<sup>th</sup> January 2017.**

### **In attendance:**

<b>Annette Reeves</b>	NCC Conservation Officer
<b>Margaret Shaw</b>	CARA, EWT
<b>John Robertson</b>	CAAG HELM
<b>Marion Mead</b>	Bridge St Traders
<b>Bob Steward</b>	Museum and Archives
<b>Ian Hay</b>	The Greenses'
<b>Margaret Thomas</b>	St Boisil's Residents Association
<b>Dorothy Slater</b>	Spittal Improvement Trust
<b>Catherine Kent</b>	Civic Society

### **Election of Chair and Vice Chair.**

AR as appointed secretary opened the meeting and asked for nominations for Chair.

Margaret Shaw was nominated, seconded and voted in as **Chair**.

The Chair (MS) then proceeded to ask for nominations for Vice Chair.

John Robertson was nominated, seconded and voted in as Vice Chair on the basis he could relinquish being Treasurer. JR is also the CAAG HELM representative and did not wish to hold several posts.

Marion Mead was voted in as Treasurer.

Signatories to the Bank Account were also agreed:

Marion Mead  
Margaret Shaw  
John Robertson  
Julien Lake

These would need to be changed/arranged with the Bank.

- 1. Apologies:** David Blackburn (TC), Cllr Gavin Jones, Julien Lake (CT).
- 2. Minutes of the meeting held on 22<sup>nd</sup> December and matters arising**

The minutes are agreed.

### **Matters arising:**

Carbuncle award – the Civic Society did not wish to be involved with a nomination of the Pets at Home Store. The CAAG felt quite strongly about it as a group and wanted to nominate the building.

AR to check with NCC. The CAAG forum includes the Conservation Officer (who had objected to the application in her professional capacity via publicly accessible comments). There may be complaints to NCC.

Chamber of Trade representative – MS advised that all information should go to the CofT secretary Stephen Scott. AR to add to circulation list.

### **3. Review of CAAG membership and overall remit.**

MS had reviewed the Remit Report and there were things that needed to be updated/removed or added.

We needed to add the financial information and to add new members to the Forum, as well change titles and chairing responsibilities. Also needed to remove references to the 'summer' seminar and to invite other local interest groups to the Forum.

MS/AR to update the Remit Report for circulation.

### **4. European Walled Towns**

MS paid the subscription (had received substantial donation) via Chichester who pays in a single transaction to save on transfer fees.

David Bruce is coming to the next CAAG meeting on the 23<sup>rd</sup> February. DB is interested in a UK Walled Towns Association that could be the focus for the CAAG Heritage Days. DB attending an EWT meeting on the 10<sup>th</sup>/11<sup>th</sup> March, the discussion with the CAAG would be good timing.

The CAAG discussed extending invitations to other local Groups and organisations that may be interested in the presentation e.g. Preservation Trust, Barracks Group, Freeman. MS to send out invitations.

AR to check with the Community Trust about use of the room/layout and availability of any equipment.

### **5. CAAG Annual Conference.**

Presentation at the February meeting; review at March meeting.

**6. CAAG website.**

It was agreed that a sub-group be formed to consider the content/topics and information that could go on a website which the Community Trust were setting up on behalf of the CAAG.

AR/MS/JR/MT agreed to take it forward. Need to agree a meeting date.

AR to contact JL to advise this was happening and to invite Laura to the meeting if appropriate.

**7. HELM.**

Nothing additional to report. JR booked on the conference in March regarding management of conservation areas.

**8. CAAG leaflets and guidance (review).**

It was agreed the CAAG had concluded its leaflet series (topics taken from the Character Appraisals) and these had been successfully uploaded onto NCC website. Any form of 'design guidance' was outside of the CAAG remit and separate to the CACAs and CAMs.

AR considered 'design guidance' could be too prescriptive. It promoted pastiche and pseudo detailing applied to new development and hoped the autumn conference "New Ways of Seeing" had showed how innovation/art/architecture and planning could be received in Berwick as a forward thinking market town. E.g. there were positive responses and community support for the award winning RIBA student project and art/sculpture based projects that were both refreshing and enlightening.

The CAAG would review this from time to time and if the conference (for example) focuses on EWT or a UKEWT – perhaps there needed to be a leaflet on Berwick Walls?

CK advised she was producing a lot of information for the Civic Society on the Elizabethan Walls and perhaps this could be shared information for the Heritage Days? CK is happy to give a talk or present the information at the autumn conference. This was welcomed.

**9. Treasurers Report.**

Historic Towns Forum had issued the £60 owed for the conference (meals). This took the total to £1,037.87.

Need to consider how to increase/boost funds, perhaps introducing a charging policy for the conference? Although people booked free places, some people did not turn up and the CAAG still had to cover the cost of the catering. Perhaps a small charge for catering would not be unreasonable.

## **10. Current Planning Applications**

MT – what is heritage lighting? There is a lot of discussion about lighting through the Town Council and should not this be brought to this group? Does it require permission? TC rep is David Blackburn and so email enquiry should be sent to him in the first instance requesting that any discussion on public realm/lighting should come to the CAAG forum.

MT – Pier Road proposals – introduction of speed bumps and associated signs. AR advised this would be a highways consultation with residents (following complaints?) and not a matter that would require planning permission or any kind of conservation consultation. The CAAG would not be consulted. The resident in Pier Road Maltings who had raised it with MT needed to discuss it with Highways and perhaps their local Councillor.

MM – Construction Management Plan for Premier Inn (discharge of condition) had been approved. This was contrary to local concerns and objections. They were going to retain the planting beds at Bridge Street entrance but still meant Drivers Lane would be closed. They are also closing the Old Bridge for 2 weeks (sewage outfall) as well as future repair works planned. Bridge Street and local business will suffer.

## **11. Any other business.**

MT – Iceland Store, Marygate. Parking restrictions; is there a condition? AR advised there could be a Highway condition relating to parking/deliveries. Would need to check the Planning Portal and see what conditions were put on at time of approval. It would be listed there.

BS – noted that Historic Towns information circulated previously – are we a member? JR advised that he is on the mailing list as he attended a conference and we obviously joined with the HTF for last year's conference in Berwick. Any mail shots/newsletters JR will circulate via AR as secretary of CAAG.

CK – have spoken previously about future funding for THI or Area Partnership Schemes. AR advised there is still an aspiration and it does not stop the CAAG from considering future schemes or taking opportunities when they arise (e.g. AR and the North of England Civic

Trust put in a bid to the Coastal Communities Fund at short notice on behalf of the CAAG, but were not successful).

The issue with funding applications is who are the Accountable Body (to provide the financial procurement, oversight and bank account), as well as providing the match funding which is often stipulated as being the County Council.

**12. Date of Next Meeting**

23<sup>rd</sup> February 2017.

# **Berwick-upon-Tweed Conservation Area Advisory Group**

**9.15 a.m. Thursday 26<sup>th</sup> January 2017**

## **AGENDA**

### **Election of Chair and Vice Chair.**

Once elected the Chair can continue with the rest of the meeting.

1. Apologies
2. Minutes of the meeting held on 22<sup>nd</sup> December and matters arising.
3. Review of CAAG membership and overall remit
4. European Walled Towns
5. CAAG Annual Conference
6. CAAG website
7. HELM
8. CAAG leaflets and guidance (review)
9. Treasurers Report
10. Current Planning Applications
11. Any other business
12. Date of next meeting

23<sup>rd</sup> February 2017.