

**Minutes of the Berwick-upon-Tweed Conservation Area Advisory
Group Meeting on November 30th 2017.
(The October Meeting was replaced by the Symposium held on
October 18th and 19th 2017)**

In attendance:

Margaret Shaw	CARA, EWT (Chair)
John Robertson	CAAG HELM
Bob Steward	Museum and Archives
Catherine Kent	Civic Society
Margaret Thomas	St Boisil's Residents
Ian McCaffery	NCC Conservation
Marion Mead	Bridge Street Traders
Ian Hay	Greenses Residents Association

1. **Apologies:** Berwick Community Trust.
2. **Minutes of the meeting held on September 29th and matters arising**
Minutes of the last meeting were agreed,
3. **Matters arising:**
 - It was agreed that the group would have a 'rolling secretary' but that any responses that required appropriate language would be written by IM or CK or both. **Volunteer for next meeting please.**
 - As yet there is no information on progress of the Premier Inn development.
 - MT to provide MS with Chris Burgess address to invite him to consider coming to a CAAG meeting.
 - Following on from IM comment that the Chain Bridge Group needed evidence of community support MS was able to report that the group had taken a stand in the Town Hall during the Christmas Market on Dec10th.

European Walled Towns, CAAG Annual Symposium.

- MS was delighted to record that she had received many compliments for the Symposium and the groups' ability to organise such an event.
- Thanks were expressed again to the team of organisers including the valuable contribution made by Peter Rutherford both as an organiser and contributor.
- Both CAAG and Berwick were seen in a positive light by visiting delegates
- It was suggested, but no date was agreed, that the organising group should meet or email each other commenting critically on the event.
- The Treasurer, MM, commented that without additional fund raising it would not be possible to hold such an event next year.

- JR said that there were 6 no shows on the Wed and 4 on the Thurs resulting in a loss of revenue of £50
- IM said that funding may be available through the NCC Community Chest. He also commented on the good quality speakers.
- Noted that funding applications would need to happen earlier in the year and therefore themes and planning will need to be agreed earlier.
- A query was raised as to how much marketing of the event had happened within Berwick. MS listed the groups circulated such as Chamber of Trade, TC, Rotary. All groups had been contacted via their secretary.
- The Historic England representative, Martin Lowe, will join us for the January meeting. He wishes to re-engage with Berwick.
- Progress has been made on setting up a committee within the UK of Walled Towns and the Advocate role. Berwick has been listed as the place where the project was launched.
- Most activity will be done by email contact but a face to face meeting is planned for the end of February.
- Other unexpected spin offs are that MS was asked as Chair to represent CAAG at a meeting of Heritage Scotland Caseworkers explaining the role of Berwick and also at the Barracks Heritage Hub initial consultation.
- MS to circulate paper about the Barracks proposal and invited comment prior to the meeting on Dec 4th. **Thanks to those who responded.**
- DS said that she had a copy of Peter Davis power point presentation. **Subsequently to this DS felt that she needed to obtain Peter's permission before it was circulated as that this was not the reason it was sent to her.**

4. **CAAG website**

- The CAAG website is up to date because of the efforts of Joanne Douglas from the Trust. This year's minutes are there, as is a summary of the Symposium
- Still awaiting appropriate pictures from Cameron Robertson. MS to follow up.
- It was noted, after a question by CK, that it is possible to take down the old site but only with access information which needs to be retrieved from Chris Burgess.
- A reminder for group members to access the site frequently so the search engine brings it up before the old site.
- MT reminded us of the iconic image of Berwick taken from either Tweedmouth Town Green or from the viaduct.

5. **HELM**

- MS had previously circulated information about 'Webinars' issued by English Heritage at JR's request.
- JR explained that these were interactive computer presentations in the form of a powerpoint presentation, which lasts about an hour. To join in the discussion, it is necessary to type in your question which is then answered/discussed.
- The next presentation is on 'Stopping the Rot'-Buildings at risk.

- MS said that she had enrolled on a course in Newcastle' Managing LA assets' to try and understand matters from the LA prospective.
- JR told the group that he may need to step down as a CAAG member and also as HELM champion as he has a new job which means he will be travelling extensively around the north of England.
- It was agreed, to avoid losing his expertise, he would come 'as and when he could'. At least for the foreseeable future.
- It was also commented that Berwick TC should have their own HELM Champion.

6. Treasurers report.

- Comments already made in Symposium response.
- The total sum now available is...
- MS confirmed that there are no outstanding bills and that any petty cash could be paid into the bank.

7. Neighbourhood Plan

- MT attended a meeting on Policies and Principles, earlier in the week. Attendance was very low. There is still very little information available to the public. Elaine Patterson's report will go forward to the Town Council today.
- BS suggested asking questions at Council meetings.
- DS gave some of the background to the Neighbourhood Plan such as it has eight sections.
- A meeting of the section leaders is imminent.
- MT suggested that the Built Environment section developed and well written by Elaine Paterson was being 'watered down' by NCC which is of obvious concern
- MS will follow up CAAG's involvement with Julien Lake. **Julien has kindly agreed to come to the December meeting to try and answer some of our queries and Elaine Patterson will come to the January meeting agreed, subject to the Community Trust approval for January 25th.**
- IM will ask David English what he knows about the Plan.
- Concern expressed as to the perceived lack of consultation compared with say Alnwick NP group.

8. Current Planning Applications

- Ian McCaffery went through the current planning applications and commented on each.
- Queen's Head Hotel. Disappointment that the Conservation Officer comment had been ignored and that the retrospective planning application had been approved on Nov 24th.
- The trees at 72, Ravensdowne will be pollarded rather than cut down.
- 19, West Street, owned by a Housing Association, applied for removal of false ceiling etc. On going but seen as overall improvement.
- Railway Station plans being developed. Staff seem prepared to accept the inevitable reduction in their work space and hours.

- Castle Hills Farm Cottage development on adjacent land. Not likely to impinge on the view from the conservation area but still need more ecological information and highways to comment on upgrade of access road.
 - 17 Bridge Street application for change of use to café/coffee shop with 25 covers.
 - Not yet granted **but are trading on the ground floor at present.**
 - 15, Quay Walls Conservation Officer has met applicants and architects on site. Jim Herbert is preparing a Heritage Assessment for the applicants.
 - Suggested that MS approach with a view to asking the applicants if they would like to put their proposed plans to CAAG.
 - 100-102 Marygate. The fixing of advertising signs to exterior and internal alterations which includes an application for fixing an awning. IM explained the difficulties with a modern awning in this situation and a conventional attachment is not suitable for this site.
 - A suggestion was made that an awning would encourage furniture on the street. Noted that this links with Highways and enforcement.
 - Suggestion made that street furniture should be part of our neighbourhood Plan.
 - Of major concern are the plans for the Coating Works. MT and JN have produced Agreed to meet on Dec 21st for a main agenda item of the Neighbourhood plan. See previous notes about intended invitees.
- a summary of the comments from CAAG members which has been submitted to Tony Lowe, the planning officer concerned. Attached with these minutes. **Huge thanks to them for doing this on behalf of CAAG.**
 - St Aidans. Concern expressed that there remains an extensive footprint at the rear of the building and no information has been provided of the materials that are to be used. It was thought, but not confirmed, that this application had been withdrawn.
 - 39, Woolmarket. Permission given as adjoining buildings are listed but not this particular tenement.
- 9. Any other business.**
- Agreed that the next meeting would be Dec 21st (not the 29th) at the WEB at 9.30am
- 10. Date of Next Meetings**
Thursday Dec 21st. at 9.30 WEB

**Berwick-upon-Tweed Conservation Area Advisory Group
Agenda, 26 October 2017.**

- 1. Apologies**
- 2. Minutes of the meeting held on 27 July**
- 3. European Walled Towns , CAAG Annual Symposium**
- 4. CAAG website**
- 5. HELM**
- 6. Treasurers report**
- 7. Neighbourhood Plan**
- 8. Current Planning Applications**
- 9. Any other business**
- 10. Date of Next Meeting**