

AGENDA

Land Development Control Authority Meeting

Date : Thursday, 6 November 2025
Time : 10 am
Venue : The St Helena Community College Main Hall, Jamestown

1. Attendance and Welcome
2. Declarations of Interest
3. Confirmation of Minutes of 2 October 2025
4. Matters Arising from Minutes of 2 October 2025
5. Building Control Activities – September 2025
6. Current Planning Applications: 21
7. Applications for LDCA Determination – 06 November 2025:

1) **Application 2025/20**

- Requested : **FULL** Development Permission
- Proposal : Change of Use from One to 2 x 2 Bed Dwelling Units in the form of Alterations to Existing House including Loft Extension
- Location : New Bridge, Jamestown
- Applicant : Anthony Thomas
- Official : Shane Williams (authorised by Patricia Coyle, CPO)

2) **Application 2025/34**

- Requested : **FULL** Development Permission
- Proposal : Construction of a Two Storey, Three Bedroom Dwelling
- Location : Upper Cow Path, Half Tree Hollow
- Applicant : Russell Harrison
- Official : Shane Williams (authorised by Patricia Coyle, CPO)

3) **Application 2025/76**

- Requested : **FULL** Development Permission
- Proposal : Internal Alterations and Installation of Signage and Awnings with Bank of Saint Helena Branding
- Location : The Bazaar, Jamestown
- Applicant : Solomon & Company (St Helena) PLC
- Official : Petra Joshua, PO (authorised by Patricia Coyle, CPO)

4) **Application 2025/78**

- Requested : **FULL** Development Permission

- Proposal : Change of Use from Use Class D1 to “House of Multiple Occupation” (Sui Generis)
- Location : Ex Longwood School, Longwood
- Applicant : Head of Property, St Helena Government, C/o Nikita Crowie
- Official : Patricia Coyle, CPO

5) Application 2025/79

- Requested : **FULL** Development Permission
- Proposal : Installation of Ten Bollards
- Location : Near High Knoll Fort Car Park
- Applicant : St Helena National Trust, C/o Shelley Magellan-Wade
- Official : Petra Joshua, PO (authorised by Patricia Coyle, CPO)

6) Application 2025/81

- Requested : **FULL** Development Permission (Retrospective Application)
- Proposal : Retention of Security Gate
- Location : The Coffee Shop, Jamestown,
- Applicant : Jill Bolton
- Official : Petra Joshua (authorised by Patricia Coyle, CPO)

7) Application 2025/82

- Requested : **FULL** Development Permission
- Proposal : Security Fence
- Location : The Coffee Shop, Jamestown
- Applicant : Jill Bolton
- Official : Petra Joshua (authorised by Patricia Coyle, CPO)

8. Approvals by CPO/SPO under Delegated Powers:

Application 2025/73

- Requested : **Full Development Permission**
- Proposal : Construction of a Retaining Wall
- Location : Near High Knoll
- Applicant : Mr & Mrs Phillip Yon
- Official : Petra Joshua, PO (authorised by Shane Williams, CPO, Ag)
- Approved : 14 October 2025

Application 2025/62

- Requested : **Full Development Permission**
- Proposal : Construction of a Retaining Wall
- Location : Near White Gate, St Paul’s
- Applicant : Mark Constantine
- Official : Petra Joshua, PO (authorised by Shane Williams, CPO, Ag)
- Approved : 15 October 2025

Application 2025/70

- Requested : **Full Development Permission**

- Proposal : Repair to Side of House and Construction of a Double Garage
- Location : Half Tree Hollow
- Applicant : Alice Francis
- Official : Petra Joshua, PO (authorised by Shane Williams, CPO, Ag)
- Approved : 17 October 2025

Application 2025/64

- Requested : **Full Development Permission**
- Proposal : Formation of an Access Road and Construction of Wall
- Location : Woodlands Road, Horse Pasture
- Applicant : Wayne Yon
- Official : Patricia Coyle, CPO
- Approved : 25 September 2025

Application 2025/66

- Requested : **Full Development Permission**
- Proposal : Installation of Signage - PCB, CFS and Gatehouse Buildings
- Location : Rupert's Container Handling Facilities, Rupert's Valley
- Applicant : Programme Management Office, C/o Julian Benjamin
- Official : Patricia Coyle, CPO
- Approved : 24 September 2025

9. Minor Variations by CPO

Application 2023/31/MV1

- Requested : Minor Variation
- Proposal : Internal Layout Amendments, Lower Ridge Height from 6.1m to 5 m and Alter the Position of the gable Ends, Installation of Window in rear elevation, Omission of Kitchen Window on the southern elevation and Installation of Double Door and to Install Two Single Doors in western elevation. This was in respect of Alterations and Extensions to Existing House to Convert One Dwelling Unit into Two Dwelling Units that was approved on 7 August 2023
- Location : Gordons Post, Alarm Forest
- Applicant : Gavin Williams
- Official : Shane Williams, CPO, Ag
- Approved : 17 October 2025

Application 2025/44/MV1

- Requested : Minor Variation
- Proposal : Change of Trellis Bench Design to Arbour Bench Design being 1.22m x 0.7m x 2.2m. This was in respect of the Installation of 28 Slate Plaques with Solar Lighting that was approved on 5 September 2022
- Location : Castle Terrace, Jamestown
- Applicant : St Helena Tourism
- Official : Shane Williams, CPO, Ag

– Approved : 17 October 2025

10. Discharge of Planning Conditions by CPO

1) Application 2025/44 (DoC 7)

- Requested : Discharge of Condition Seven
- Proposal : Final Lighting Details to be submitted to and approved in writing by the Chief Planning Officer on behalf of the Land Development Control Authority.
- Location : Castle Terrace, Jamestown
- Applicant : St Helena Tourism
- Official : Shane Williams, CPO, Ag
- Approved : 9 October 2025

11. Strategic Planning Matters – CPO Feedback

- 1) Jamestown Conservation Management Plan
- 2) LDCP Review

12. Any Other Business

13. Next Meeting: 4 December 2025

14. Closed Items