

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 05 February 2026
Time : 10 am
Venue : The St Helena Community College Main Hall, Jamestown

Present	Mrs Ethel Yon	Chairperson
	Mr Lawson Henry	Deputy Chairperson
	Mr Ian Gough	Member
	Mr Gavin George	Member
	Mr Ronald Scanes	Member
	Mr Mark Brooks	Member
	Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)/Chief Planning Officer (CPO)
	Miss Petra Joshua	Planning Officer (PO)
	Mrs Karen Isaac	Secretary
Apology	Mr Gerald Yon	Member

In attendance:

Two members of the public were in attendance, including the Applicant.

1. Attendance and Welcome

The Chairperson welcomed all present and expressed appreciation for their attendance.

2. Declarations of Interest

Planning Officer (PO), Miss Petra Joshua declared an interest in item 6.9 – Application 2025/107. Member, Mr Ian Gough declared an interest in item 6.4 – Application 2025/98. Both the PO and the Member were given permission to remain at the table, but not to participate in any discussion relating to the respective items.

3. Confirmation of Minutes of 15 January 2026

The minutes of the meeting held on 15 January 2026 were confirmed and signed by the Deputy Chairperson as a true record of the meeting, which he chaired due to the Chairperson being unwell.

4. Matters Arising from Minutes of 15 January 2026

Unauthorised Development – Application 2025/50: Clayton Vanguard, Sandy Bay

The CPO advised that further information had been requested from Mr Vanguard, but this was still awaited. It was noted that engineering input is likely to be required, but at this point and time however, no Engineer was currently on Island. To remain under review.

ACTION: PO/CPO

Unauthorised Development – Application 2025/94: Adrian John, Terrace Knoll

The CPO advised that the Application is scheduled for presentation at the next LDCA meeting on 5 March 2026.

ACTION: PO/CPO

Application 2024/48 – Construction of Water Storage Tank adjacent to Cason’s Car Park, Blue Hill: Connect St Helena Ltd

The Authority noted that the Appeal Tribunal met on 21 January 2026. A legal technical matter was raised by the interested party, which the Tribunal advised should first be addressed. The Tribunal therefore requested the CPO to seek advice on the matter from the AG’s Office. The CPO confirmed she would do so. The CPO had therefore instructed the AG's Office for the requested legal advice which is awaited.

ACTION: CPO

Application 2024/57 – Installation of Draped Mesh Netting at Side Path Road: Capital Programme Section, SHG

The CPO reported that a Minor Variation had been issued. No further action required.

Retrospective Application: Mark Corker – New Bridge, Jamestown

The CPO advised that discussions have taken place with Mr Corker and it is anticipated that an Application would be submitted shortly. To remain under review.

ACTION: CPO

Works undertaken at St Paul's, near Phillip John's Shop

The PO advised that email correspondence have been received and submission of documents are expected within the coming week. The Chairperson noted this as a positive improvement.

ACTION: CPO

Application 2025/88 – Siting of 4 x 20 ft Containers for storage purposes – The Government Garage Compound, Donkey Plain, New Ground: Transport Section, SHG, C/o Julian Benjamin

The Application was deferred from the meeting of 15 January 2026 for the CPO to speak with the Applicant to explore other options or to have the Application withdrawn. The CPO advised that she was in contact with the Applicant.

At this point in time, the Chairperson sought clarity on the developments in the CDA's. It was confirmed that delegated powers could be used for house developments within the CDA's.

5. Current Planning Applications

The Authority was provided with an updated report on current Planning Applications. It was noted that there were 16 Applications awaiting determination: 3 for GiC for final determination, 8 to be assessed, 1 for presentation to LDCA in March 2026, 1 awaiting further information and 3 in the advertising stage. The Chairperson thanked the Planning Team for this information.

6. Applications for LDCA Determination

Application 2025/91: Extensions to House to provide Enlarged Kitchen, Dining/Lounge, Bedrooms and a New Utility Room, Half Tree Hollow: Ryan Bagley

The PO presented and gave an outline of the Application with a recommendation for approval subject to seven Conditions as listed in the Handling Report.

The site is designated within the Intermediate Zone and has no Conservation Area restrictions.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Storm, Drainage, Road and Transport.

In assessing, the proposed development could be supported as it has no adverse effect on the amenity or aesthetic of the immediate area. It complied with the relevant policies as listed and was considered acceptable.

The Authority did not have any issues and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/93: Construction of a One Bedroom Dwelling and Non-Self Contained One Bedroom Annexe, Half Tree Hollow: Jason and Natalie Lawrence

The PO presented and gave an outline of the Application with a recommendation for approval subject to eight Conditions as listed in the Handling Report.

The site is designated within the Intermediate Zone and has no Conservation Area restrictions.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Storm, Drainage, Road and Transport.

In assessing, the proposed development could be supported as it has no adverse effect on the amenity or aesthetic of the immediate area. It complied with the relevant policies as listed and was considered acceptable.

The Planning Officer (PO) referred to a non-standard condition—Condition Three. A Member asked whether this condition would be identified by the Building Inspectors when the Applicant submitted an application for Building Regulations approval. The PO confirmed that it would be, specifically in relation to the stated number of households.

The Chairperson noted that several stakeholders had not responded to the Development Applications. The Chief Planning Officer (CPO) advised that the Planning Section routinely checks with the Administration Assistant to confirm whether any responses have been received. It was felt that the lack of stakeholder engagement was unhelpful not only to the Planning Section but also to the LDCA.

The Chairperson expressed concern about the lack of responses. It was noted that this issue had been raised previously with the then Chief Secretary, who subsequently wrote to all Directors regarding the matter.

It was agreed that the Chairperson would raise the issue with the Head of Public Services and also with the St Helena National Trust, the latter also not responding.

The Authority did not have any further issues and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue. Chairperson to speak with the Head of Public Services and St Helena National Trust in respect of stakeholder engagement.

Application 2025/95: Construction of a Two Bedroom Loft Style Dwelling, Bottom Woods CDA: Kyla Benjamin

The CPO presented and gave an outline of the Application with a recommendation for approval subject to nine Conditions as listed in the Handling Report.

The site is designated within the Intermediate Zone and has no Conservation Area restrictions.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Storm and Drainage.

In assessing, the proposed development complied with the relevant policies as listed and was considered acceptable.

A Member queried whether the drawing was inaccurate, as it appeared to indicate that Longwood Avenue extended all the way to Bottom Woods. The CPO clarified that this may have been due to an error with Google Maps.

The Authority did not have any issues and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/98: Installation of Photovoltaic Panels on Roof, Jamestown: Tracey Corker

Member, Mr Ian Gough declared his interest in the item of business but was given permission to remain at the table but not to participate in any form of discussion.

The PO presented and gave an outline of the Application with a recommendation for approval subject to three Conditions as listed in the Handling Report.

The site is designated within the Intermediate Zone and Jamestown Historic Conservation Area. The property is a Grade 11 Listed Building.

One Representation had been received from a Stakeholder.

The relevant policies applicable in the assessment are the Energy and Built Heritage.

In assessing, the design was sympathetic to the character of the Building and would not be intrusive on the setting of the Jamestown Conservation Area. The proposal was considered acceptable.

Following consideration of the matter, a Member referred to the representation submitted by the Stakeholder. He noted that the Application made no reference to the use of a battery. In response, it was explained that the system would not be connected to the grid; therefore, the stakeholder's concern had not been taken into account. The Member sought clarification on how the system would operate without such information.

The CPO advised that several photovoltaic panels have already been installed in Jamestown without requiring details of any associated battery. The Member reiterated that he understood the system could not be connected to the grid; he was simply seeking further information. It was clarified that this issue falls outside the planning process and is a matter for the Applicant and the Stakeholder to resolve.

The Member further commented that if the system is to be battery-operated, ventilation provisions may be necessary. He expressed concern that the battery could be located in an area without adequate ventilation, which could pose a safety risk. He stated that his remarks were observations and requested that they be accurately recorded in the minutes. He also informed the Authority that he is a member of the URA.

The Planning Officer noted that Public Health had been consulted but no response had been received. The CPO also highlighted that there are currently no health and safety planning policies in place; therefore, applicants are responsible for ensuring their own compliance. Another Member queried whether approving the Application could set a precedent, given that PV systems are already installed elsewhere.

The Authority agreed to defer the Application to allow the Planning Officer to obtain further information regarding the potential need for a battery.

Resolution: The Application was deferred for the CPO to obtain further information as stated above.

Application 2025/101 (Part Retrospective) – Construction of a One Bedroom Dwelling with Change of Site Alignment and Repositioning of Access Road, Half Tree Hollow: Dave Yon

The CPO presented and gave an outline of the Application with a recommendation for approval subject to ten conditions as listed in the Handling Report together with background/planning history.

The site is designated within the Intermediate Zone and has no Conservation area restrictions.

The CPO advised that the Applicant had sought retrospective approval for the dwelling and for changes to site excavation realignment and repositioning of the access road.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Drainage, Road and Transport.

In assessing, the proposal did not give rise to any new or additional planning impacts and was considered acceptable in line with the relevant policies as listed.

Members did not have any issues or concerns and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/102: House Roof Improvements - Jamestown: Anthony Bennett

The CPO presented and gave an outline of the Application with a recommendation for approval subject to six Conditions as listed in the Handling Report.

The plot is designated within the Intermediate Zone and Jamestown Historic Conservation Area.

The relevant policies applicable in the assessment are the Built Heritage, Intermediate Zone, Housing, Sewage, Storm and Drainage.

In assessing, the proposal complied with the relevant policies as listed and could be supported. The comments were noted from the St Helena Heritage Society.

Following consideration, one Member highlighted that the report states that there were no representations, however reference was made to the consultation feedback where it states that Energy provided comments. This was however corrected by the PO as a typo. Members did not have any issues or concerns and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/103: First Floor Store Room Extension – The Briars: Cyril Fowler

The CPO presented and gave an outline of the Application with a recommendation for approval subject to eight Conditions as listed in the Handling Report.

The plot is designated within the Intermediate Zone with no Conservation Area restrictions.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Sewerage and Storm Drainage.

In assessing, the proposal complied with the relevant policies and was acceptable.

The Authority did not have any issues or concerns and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/104: Construction of a Two Bedroom Dwelling – Near Red Hill, Levelwood: Shakaye Henry

The PO presented and gave an outline of the Application with a recommendation for approval subject to seven conditions as listed in the Handling Report.

The plot is designated within the Intermediate Zone and has no Conservation Area restrictions.

The relevant policies applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Storm, Drainage, Road and Transport.

In assessing, the proposal complied with the relevant Policies and was considered to be acceptable.

The Authority did not have any issues and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/107: Construction of a Three Bedroom Split Level Dwelling (Revision to the Plans accompanying Application 2025/60) – Lower Cleughs Plain: Jeffrey Stroud

PO, Miss Petra Joshua declared her interest in the item of business but was given permission to remain at the table but not to participate in any form of discussion.

The CPO presented and gave an outline of the Application together with planning history with a recommendation for approval subject to ten conditions as listed in the Handling Report.

The site is designated within the Intermediate and the Coastal Zones but not within any Conservation Area.

The relevant policies that are applicable in the assessment are the Intermediate Zone, Coastal Zone, Housing, Water, Energy, Sewage, Storm, Drainage, Road and Transport

In assessing, there was no overall increase in building mass, height or visual prominence compared to the approved scheme. The amendments would reduce overall earthworks and disturbance by working with, rather than against the sites natural topography. The proposal would meet the relevant policies.

In considering, a question was raised regarding any potential impact on the footpath? The CPO confirmed there would be none. Condition ten was noted. The Authority did not have any issues or concerns and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/108: Conversion and Extension to an Existing Garage to form a Two Bedroom Dwelling – Millfield, Longwood: Paul George

The CPO presented and gave an outline of the Application together with planning history with a recommendation for approval subject to eleven conditions as listed in the Handling Report.

The site is designated within the Intermediate Zone and has no Conservation Area restrictions.

The relevant policies that are applicable in the assessment are the Intermediate Zone, Housing, Water, Sewage, Storm, Drainage, Road and Transport

In assessing, the proposal represented a sustainable and appropriate form of residential development in line with the relevant policies and would integrate well with the surrounding residential environment. The CPO drew attention to Condition eleven and sought confirmation from the Authority regarding its inclusion. The Authority confirmed that they were satisfied for the condition to be applied.

The Authority did not have any issues or concerns and approved the Application.

Resolution: Approved with conditions as recommended in the Handling Report. Decision Notice to issue.

7. Strategic Planning Matters – CPO Feedback

Jamestown Conservation Management Plan

The CPO reported that the Commonwealth Heritage Forum delivered a presentation prior to the open meeting on 15 January 2026, during which they provided an update on the development of the Jamestown Plan. The CPO advised that she had raised several queries with the Forum and was awaiting a response. It was noted that the Forum is scheduled to return to the island in June 2026.

It was highlighted by the Chairperson that the LDCA should be involved in the process; however, the CPO clarified that the feedback she provided to the Forum had been her own. The CPO asked whether the Authority wished to view the notes prepared by the Forum, but it was agreed that it would not be appropriate to request their internal notes.

The Chairperson observed that the LDCA would ultimately be responsible for implementing the plan.

ACTION: CPO

Land Development Control Plan Review

The CPO advised that the LDCP process is ongoing. A first round of consultations had taken place; however, the feedback received was limited. It was noted that the Questionnaire might not have

provided sufficient clarity, but the CPO confirmed that this issue had now been addressed. Additional responses are anticipated, and an update would be presented to the LDCA at the next meeting.

ACTION: CPO

8. Any Other Business

Application 2025/92 – Construction of a Two Bedroom Dwelling – Bottom Woods CDA: Lisa Joshua

The Planning Officer informed the Authority that a standard condition relating to the roof colour had been inadvertently omitted from the Handling Report presented to the LDCA on 15 January 2026. She advised that she had consulted with the Deputy Chair at the time, who was satisfied for the condition to be included in the decision notice, and requested that this be formally recorded in the minutes for reference.

Member, Gavin George’s attendance at Cricket Match in New Zealand

The Chairperson extended best wishes to Member, Mr Gavin George for his upcoming trip to New Zealand and noted that he would be absent for the March meeting.

There were no other business for discussion.

9. Next Meeting:

The next meeting is scheduled for 05 March 2026.

Members were thanked for their attendance and the meeting closed at 11.45 Hrs.

Chairperson to the LDCA

Date