



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 2 February 2022
Time : 10 am
Venue : The Training Room One, opposite the St Helena Community College Main Hall,
Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Paul Hickling	Deputy Chair
	Mr Ralph Peters	Member
	Mr Gerald Yon	Member
	Mr Ronald Scanes	Member
	Mr Lawson Henry	Member
	Mr Shane Williams	Chief Planning Officer (Acting)
	Mr Paul Scipio	Planning Officer (PO)
	Mrs Karen Isaac	Secretary
	Miss Kaylee Odean-Piek	Administration Assistant
Apologies	Mr Gavin George	Member

Also in Attendance Four Members of the public, including Applicants

1. Attendance and Welcome

The Chairperson welcomed all present, wished them a happy new year and thanked Members for attending.

2. Declarations of Interest

Member, Mr Gerald Yon declared his interest in respect of application 2021/75 as he is a staff member of the St Helena Airport Limited.

3. Confirmation of Minutes of 24 November and 1 December 2021

The Minutes of meetings of 24 November and 1 December 2021 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 24 November and 1 December 2021

Application 2021/90 – Development of a Satellite Earth Station Facility

The Application was approved on 22 December 2021 by Executive Council subject to Conditions four and seven being reworded in respect of the “Walkover” and Construction Practices. The Decision Notice had been issued. No further action required at this stage.

Press Release to the Public regarding Planning Procedures

The Radio Interviews with the CPO took place on 25 November and 2 December 2021. It was stressed that another interview should take place once the new CPO is in post. The Authority stressed that the public should be made aware that dwellings and structures should not be constructed without the necessary planning permission.

ACTION: CPO

Rupert’s Valley Development Plan

It was noted that the work done so far had been given to the Director of ENRP to progress. The Secretary enquired the position with the Director and a response is awaited.

ACTION: Secretary

Application 2021/79 – Construction of a Workshop, Office, Carpentry Shop and Store Room – Ruperts – Adrian Duncan

The Application was supported by the LDCA On 6 October 2021 and presented to Executive Council, but was deferred by the Ministers.

Application 2021/60 – Retention of Tyre Retaining Wall (Retrospective Application) – Deadwood – Patrick Crowie

The Application was approved on 1 December 2021. No further action required.

Application 2021/61 – Installation of a New Scientific Stilling Well – New Wharf at Ruperts Bay – Jeffrey P Pugh

The Application was approved on 9 December 2021 by Executive Council. Decision Notice issued. No further action required.

5. Building Control Activities

LDCA Members were given a list of Building Control Activities for the month of December 2021 for their information.

6. Current Planning Applications

LDCA Members were given a list of current Development Applications. There were 12 applications awaiting determination at the time of preparing the Agenda.

7. Applications for LDCA Determination

1)	<p>Application 2021/40 – Retrospective Application to Retain the Installation of Photovoltaic Panels – Thorpe’s Wholesale Store, Market Street, Jamestown – W A Thorpe & Sons Ltd</p> <p>CPO, Ag presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority approved the Retrospective Application.</p> <p>Resolution: The Application to Retain the Installation of Photovoltaic Panels was approved as recommended by the Acting CPO. A Decision Notice to issue.</p>	CPO, Ag
2)	<p>Application 2021/83 – Replacement of Timber Ramp with a Concrete Access Ramp – Thorpe’s Wholesale Store, Market Street, Jamestown – W A Thorpe & Sons Ltd</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority highlighted that this would be an improvement to the current situation and would also be user friendly and approved the proposed development.</p> <p>Resolution: The application for Replacement of Timber Ramp with a Concrete Access Ramp was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
3)	<p>Application 2021/45 – Construction of a Three Bedroom Dwelling – Near Head O’Wain, Blue Hill – Marjorie and David Harding</p> <p>CPO, Ag presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p>	

	<p>Following discussion, the Authority supported the recommendation of the CPO, Ag. Members commented that the Applicant should retain as many trees as possible and to replant around the site due to the loss. The CPO, Ag agreed that a landscaping scheme condition should be added. As the proposed development would be a departure from the Green Heartland Zone Policy within the Land Development Control Plan (LDCA), it would have to be presented to Governor in Council for final determination.</p> <p>Resolution: The Application for Construction of a Three Bedroom Dwelling was supported by the LDCA. Their comments would be reported to Governor in Council for final determination.</p>	<p>CPO, Ag</p>
<p>4)</p>	<p>Application 2021/99 – Renewal of Development Permission 2016/38 (Extension of the Existing House to form a Verandah, Conservatory and Change in Roof Profile) – Ropery Field, Longwood – Robert John Bedwell</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority approved the proposed Development.</p> <p>Resolution: The application for Renewal of Development Permission 2016/38 (Extension of the Existing House to form a Verandah, Conservatory and Change in Roof Profile) was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<p>PO</p>
<p>5)</p>	<p>Application 2021/82 – Construction of a Covered Area incorporating a 20ft Container – Scotland Complex, St Pauls – Environmental Management Division, SHG</p> <p>CPO, Ag presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, a question was asked where the rain water runoff would go? It was highlighted by the CPO, Ag that it would be directed into storage tanks with the overflow into the endemic garden. It was felt that the columns appeared to be very small but this would undoubtedly be considered by Building Control when the Application is submitted for Building Regulations Approval. Concern was expressed about the generation of fumes from the shredder and it was therefore recommended that some form of</p>	

	<p>ventilation be installed within the Container when storing the composting shredder. The covered area would be used for open storage relating to the Nursery.</p> <p>Resolution: The application for Construction of a Covered Area incorporating a 20ft Container was approved with conditions as recommended by the PO, subject to the Applicant being advised to install some form of ventilation. A Decision Notice to issue.</p>	CPO, Ag
6)	<p>Application 2021/89 – Covered Area – Teutonic Hall, Alarm Hill – W A Thorpe and Sons</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, it was noted that the proposal mirrored former out houses at that location and therefore was seen as an improvement.</p> <p>Resolution: The application for a Covered Area was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
7)	<p>Application 2021/93 – Two Storey Extension – Barracks Square, Jamestown – Neil George</p> <p>CPO, Ag presented the application, outlining the main issues for consideration, as detailed in the “Handling Report” and recommended approval.</p> <p>It was noted that the description should read “Demolition of Existing House and Construction of a Two Storey Dwelling” and not as stated in the Handling Report.</p> <p>Following discussion, it was recommended by the CPO, Ag that the Authority carry out a site visit to establish what potential impact of the proposed development, would have on the setting of Barracks Square, before a decision is made. Site visit to be arranged.</p> <p>Resolution: The application for Demolition of Existing House and Construction of a Two Storey Dwelling was deferred for a site visit to be undertaken. Site visit to be arranged.</p>	Sec
8)	<p>Application 2021/95 – Installation of Security Gates – Former Freight Terminal, the Wharf, Jamestown – Marine Section, ENRP, SHG</p>	

	<p>PO presented the application, outlining the main issues for consideration and the background information as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, it was highlighted that Solomon & Company used the area for their reefer containers and it was questioned where the operation would now be carried out. The PO responded that this was an operational matter between Solomon’s and SHG and not a planning consideration for this application. Members brought to attention that there was a security wall in the area and therefore requested the Planning Officers to look this up and check what was approved for the security wall. As the development was situated within 50m of the sea, the application would be recommended to Governor in Council for final determination.</p> <p>Resolution: The application for Installation of Security Gates was supported by the Authority. To Governor in Council for final determination. PO to check the approval that was given for the Security Gates.</p>	<p>PO</p>
<p>9)</p>	<p>Application 2021/75 – Erection of a Road Sign – St Helena Airport Ltd – St Helena Airport, Prosperous Bay Plain</p> <p>Member, Mr Gerald Yon having declared his interest in the application, was allowed to remain at the table but not to take part in any discussion.</p> <p>CPO, Ag presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority felt that the Sign would be better placed on the left hand (northern) side of the road, but noted that the area on the left was in close proximity to the Mole Spider Hill. It was also suggested that the Applicant should be advised to consider incorporating the “The St Helena Airport Limited” logo at the top of the Sign.</p> <p>The Applicant was allowed to speak.</p> <p>Resolution: The application for Erection of a Sign was approved with conditions as recommended by the Acting CPO, subject to the Applicant being advised to consider the words “The St Helena Airport Limited” on the logo to be placed at the top of the Sign. A Decision Notice to issue.</p>	<p>CPO, Ag</p>

10)	<p>Application 2021/100 – Renovation of a 19th Century Building as a Historic Exhibit, not intended for occupation – Toby’s Cottage, the Briars – British Napoleonic Bicentenary Trust</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority noted that a Polytunnell was in the area and wondered if it was in use or not. If it was not in use, then it should be removed. The PO to investigate.</p> <p>Mr Andrew Pearce was allowed to speak.</p> <p>Resolution: The application for Renovation of a 19th Century Building as a Historic Exhibit, not intended for occupation was approved with conditions as recommended by the PO, subject to Planning investigating the use of the Polytunnell. A Decision Notice to issue.</p>	PO
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8. Approvals by CPO, Ag/PO under Delegated Powers

The following Six Development Applications were dealt with under Delegated Powers by the Ag CPO/PO.	
1)	<p>Application 2021/85:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Alterations and Extensions to Existing House – Location : Red Hill, St Pauls – Applicant : Wendy Duncan – Official : Shane Williams, CPO, Ag – Approved : 16 December 2021
2)	<p>Application 2021/97:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Formation of Access Road – Location : Deadwood – Applicant : William G Johnson – Official : Shane Williams, CPO, Ag – Approved : 20 December 2021
3)	<p>Application 2021/62:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Siting of a 20ft Container for a period of Two Years – Location : Near White Wall, Half Tree Hollow – Applicant : Ronald T Young

	<ul style="list-style-type: none"> – Official : Paul Scipio, PO (authorised by Shane Williams, CPO, Ag) – Approved : 25 January 2022
4)	<p>Application 2021/84:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Garage/Storeroom – Location : Near Woody Ridge, Levelwood – Applicant : Colin Hercules – Official : Paul Scipio, PO (authorised by Shane Williams, CPO, Ag) – Approved : 25 January 2022
5)	<p>Application 2021/98:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Garage – Location : Sunberry, Levelwood – Applicant : Fernando Ellick – Official : Paul Scipio, PO (authorised by Shane Williams, CPO, Ag) – Approved : 25 January 2022
6)	<p>Application 2021/101:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Covered Area – Location : Deadwood – Applicant : Patrick Crowie – Official : Paul Scipio, PO (authorised by Shane Williams, CPO, Ag) – Approved : 25 January 2022

9. Minor Variations Approved by CPO/CPO, Ag

<p>The following Four Development Applications were approved as Minor Variations by the then Chief Planning Officer and the Chief Planning Officer, Ag. As is normal practice, key Stakeholders are approached when and where needed for Minor Variation Evaluation.</p>	
1)	<p>Application 2021/64/MV1:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : To Increase the height of the Kitchen Window from 900mm to 1000mm and to Remove and block up the Existing Window to allow additional storage space within the Utility Room. This is in respect of Kitchen, Dining and Bedroom Extensions to Existing House that was approved on 15 October 2021. – Location : Leper Station, Two Gun Saddle, Alarm Forest – Applicant : Leroy Thomas and Annabell Crowie – Official : Ismail Mohammed, CPO – Approved : 18 November 2021
2)	<p>Application 2016/105/MV1:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission

	<ul style="list-style-type: none"> – Proposal : To Relocate the Septic Tank and Soakaway. This is in respect of Construction of a Two Bedroom Dwelling that was approved on 11 October 2016. – Location : Burnt Rock – Applicant : Kerry Yon – Official : Shane Williams, CPO, Ag – Approved : 24 December 2021
3)	<p>Application 2021/64/MV2:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : To Change the Roof Colour from Dark Slate Grey to Red. This is in respect of Kitchen, Dining and Bedroom Extensions to Existing House that was approved on 15 October 2021. – Location : Leper Station, Two Gun Saddle, Alarm Forest – Applicant : Leroy Thomas and Annabell Crowie – Official : Shane Williams, CPO, Ag – Approved : 18 January 2022
4)	<p>Application 2021/44/MV1:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : To Change the External Wall Material from IBR Sheeting to Concrete Blockwork and the addition of Two Windows on the Southern Elevation and One Window on the Western Elevation. This is in respect of Construction of a Covered Area for a Glass Crusher that was approved on 17 September 2021. – Location : Near Ambledale Workshop, Half Tree Hollow – Applicant : Chris Bargo – Official : Shane Williams, CPO, Ag – Approved : 19 January 2022

10. Discharge of Condition by CPO:

1)	<p>Application 2021/25 DC 4, 5 and 11:</p> <ul style="list-style-type: none"> – Requested : Discharge of Conditions 4, 5 and 11 – Proposal : Relating to Highways approval, Access Road and Storm Water Management. This is in respect of the Construction of a Two Bedroom Dwelling that was approved on 11 May 2021. – Location : Bottom Woods – Applicant : Jaylee Crowie – Official : Ismail Mohammed, CPO – Approved : 19 November 2021
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11. Strategic Planning Matters

1)	Rupert's Valley Development Plan
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	This is being progressed by the Director of ENRP.
2)	Conservation Area Management Plan On hold. To continue as an item on the Agenda until finalised.
3)	LDCP Review The CP advised that HE the Governor had enquired the position regarding the LDCP. It was anticipated that it would be completed by March 2022.

12. Any Other Business

Food Vendors

A question was asked as to what is happening with the Food Caravan near the General Hospital. It was noted that the matter was not followed up by the CPO.

The CPO, Ag to follow up.

COP 26

A question was asked if any discussions have been held since COP 26 came into force. The Planning Office to enquire of the appropriate St Helena Authority.

The CPO, Ag to follow up.

LDCP

It was highlighted that before the LDCP is finalised, a paragraph should be included to take into account landscaping and vegetation.

The CPO, Ag to follow through.

It was felt that the Draughtsman should be encouraged to include landscaping on plans when they are being drawn up.

CLIMATE CHANGE

The Authority felt that this would be a good topic for the CPO, Ag to discuss with the Director of ENRP.

The CPO, Ag agreed to take on board.

PAUL SCIPIO – PART-TIME WORKER

Mr Scipio advised on his appointment as PO in Planning. He asked the Authority if they were happy for him to carry on drawing plans whilst still being employed part-time PO by SHG? The Authority felt that while there would not be any objection in principle to this, it would not be appropriate for him to then present them to LDCA for approval. It was suggested that the PO discuss the matter with the Director of ENRP.

The PO to discuss with the Director of ENRP.

13. Next Meeting

The next LDCA Meeting is scheduled for 2 March 2022.

The Chairperson thanked Members for their attendance. The meeting closed at 12.05hrs.

Signed by the Chairperson of the Authority, as a true reflection of the Meeting.

Chairperson to the LDCA

Date