



**St Helena  
Government**

# MINUTES

## Land Development Control Authority Meeting

Date : Thursday, 3 November 2022  
Time : 10 am  
Venue : The St Helena Community College Main Hall, Jamestown

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<b>Present</b>	Mrs Ethel Yon OBE	Chairperson
	Mr Paul Hickling	Deputy Chair
	Mr Gerald Yon	Member
	Mr Lawson Henry	Member
	Mr Robert Thornhill	Chief Planning Officer
	Mr Shane Williams	Planning Officer
	Mrs Karen Isaac	Secretary
	Miss Rea Williams	Administration Assistant
<b>Apologies</b>	Mr Gavin George	Member
	Mr Ralph Peters	Member
<b>Absent</b>	Mr Ronald Scanes	Member (off island)

**Also in Attendance** Three members of the public including Applicant/Objectors

### 1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for attending and conveyed her thanks to Deputy Chair, Mr Paul Hickling for deputising at the last LDCA meeting.

### 2. Declarations of Interest

There were no Declarations of Interest to declare.

### 3. Confirmation of Minutes of 6 October 2022

The Minutes of meeting of 6 October 2022 were confirmed and signed by the Deputy Chairperson.

#### **4. Matters Arising from Minutes of 6 October 2022**

##### **Application 2021/45 – Construction of a Three Bedroom Dwelling – Head O’Wain – Marjorie and David Harding**

It was noted that a Governor-in-Council meeting would be arranged week commencing 14 November 2022 for the application to be discussed. To be kept in view.

##### **Application 2021/93 – Demolition of Existing House and Construction of a Two Storey Dwelling – Barracks Square, Jamestown – Neil George**

A site visit to the property is being arranged by the Draughtsman together with the Engineer this month. Revised drawings are awaited.

##### **Rupert’s Valley Development Plan**

On hold. Priority is being given to progressing the LDCP.

**ACTION:** CPO

##### **LDCP**

The CPO reported that he is making good progress with the LDCP. It is intended for a meeting to be set up with the LDCA to go through the document before it goes out for public consultation. The Chair conveyed her thanks to the CPO.

**ACTION:** CPO

##### **Unauthorised development – Cleughs Plain – Delray McDaniel**

A revised Site Plan is awaited. It was noted that the Draughtsman is now back on island. To be followed up.

**ACTION:** PO/CPO

##### **Excavation Works – Near Young’s Valley – Owner, Delray McDaniel**

It was noted that the Draughtsman is now back on island. Drawings are awaited. To be followed up.

**ACTION:** PO/CPO

##### **Excavation works – Near Young’s Valley – Owner, Belfred McDaniel**

It was noted that the Draughtsman is now back on island. Drawings are therefore awaited. To be followed up.

**ACTION:** PO/CPO

## 5. Building Control Activities

LDCA Members were given a list of Building Control Activities for the month of September 2022 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><b>Application 2022/57 – Siting of a 20ft Container for Storage – Harpers, St Paul’s – H M Prison Services</b></p> <p>CPO presented the Application.</p> <p>The site is located within the existing area of Harpers Garden, St Paul’s and is adjacent to the Animal Shelters retained by H M Prison and falls within the Intermediate Zone and not within any Conservation area.</p> <p>The Container would be used for storing of items and equipment relevant to the current farming operations carried out by the Prison Staff and Inmates.</p> <p>The Application was assessed against the LDCP Policy on the Siting and Use of Containers and was recommended for approval.</p> <p>Following discussion, the Authority did not highlight any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Siting of a 20ft Container for Storage was approved with conditions as set out in the Handling Report. A Decision Notice to issue.</p> <p><b>ACTION:</b> CPO</p>
2)	<p><b>Application 2022/58 – Formation of Parking Area for Plant Machinery – Cow Path, Half Tree Hollow – Clint Stevens</b></p> <p>CPO presented the Application</p> <p>The site falls within the Intermediate Zone and not within any Conservation Area.</p> <p>The Parking Area will be used for Plant Machinery and the development would include a 1.2m High Chain Link Fence and Access Gates.</p>

	<p>Objections were received.</p> <p>The Application was assessed against the LDCP Intermediate Zone Policy which did not support the development and was therefore recommended that the application should be refused.</p> <p>Mr Colin Lawrence spoke in support of the objection he had lodged.</p> <p>Following discussion, the Authority felt that Crown Estates should consider designating areas for these types of development to assist the Private Sector.</p> <p><b>Resolution:</b> The Application for Formation of Parking Area for Plant Machinery was refused as the proposed Development conflicts with LDCP Policy IZ1 as it would materially be damaging to the amenity of existing residential development. A Decision Notice to issue.</p> <p><b>ACTION:</b> CPO</p>
3)	<p><b>Application 2022/59 – Construction of a Single Toilet facility – Black Gate Nursery, Diana’s Peak National Park – Environment, Natural Resources and Planning Portfolio</b></p> <p>PO presented the Application.</p> <p>The site is adjacent to the Black Gate Nursery and falls within the Green Heartland Zone and Diana’s Peak Conservation Area.</p> <p>Currently there are no Toilet Facilities on the Peaks and no nearby Public Toilets.</p> <p>The Application was assessed against the Green Heartland and the Natural Heritage LDCP Policies and was recommended for approval.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Construction of a Single Toilet Facility was approved with conditions as set out in the Handling Report. A Decision Notice to issue.</p>
4)	<p><b>Application 2022/60 – Construction of a Generator Housing Unit – Environment Conservation Complex, ANRD, Scotland – Environment, Natural Resources and Planning Portfolio</b></p> <p>PO presented the Application.</p> <p>The site falls within the Intermediate Zone and not within any Conservation Area.</p>

	<p>It was noted that the Application could have been dealt with under the General Development Order (GDO) but as the proposal is for commercial use, an Application was required.</p> <p>The Application was assessed against the Intermediate Zone LDCP Policy and was recommended for approval.</p> <p>Following discussion, the Authority noted that there were no indication as to where the fuel would be stored and stressed that the Applicant should make sure that no spillage occurs. The PO advised that he would include a condition to take effect of this and also for the Applicant to consult with the Fire Service. It was noted that the Fire Service did not respond to the consultation.</p> <p><b>Resolution:</b> The Application for Construction of a Generator Housing Unit was approved with conditions as outlined in the Handling Report. A further condition to be placed to take account of the storing of the fuel and consultation with the Fire Service. A Decision Notice to issue.</p>
5)	<p><b>Application 2022/61 – Replacement of Windows – Drummond Hay Square, upper Jamestown – Andrew Yon</b></p> <p>PO presented the Application.</p> <p>The site falls within the Intermediate Zone and the Jamestown Historic Conservation Area.</p> <p>It was noted that it was appropriate to have the Windows of the same design identical to those of the neighbouring flat.</p> <p>The Application was assessed against the Intermediate and the Built Heritage LDCP Policies and was recommended for approval.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Replacement of Windows was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
6)	<p><b>Application 2022/62 – Verandah Extension – Well’s near Hutt’s Gate – Keith Benjamin</b></p> <p>CPO presented the Application.</p>

	<p>The site falls within the Green Heartland Zone and not within any Conservation Area.</p> <p>A Verandah Extension was proposed to the front and west side of the existing house. The Application was assessed against the Green Heartland and the Housing LDCCP Policies and was recommended for approval. The Green Heartland Policy supports extensions that would not normally exceed 75% of the original floor area.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Verandah Extension was approved with conditions as outlined in the Handling Report. A Decision notice to issue.</p>
7)	<p><b>Application 2022/63 – Tree Topping – Duke of Edinburgh Playground, Jamestown – Property Division, Treasury, Infrastructure and Sustainable Development Portfolio</b></p> <p>CPO presented the Application.</p> <p>The site falls within the Intermediate Zone and the Jamestown Conservation Area.</p> <p>The Application is for the Topping of one Tree.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application. It was noted that some Authority members had visited the site three months ago when an Application was received for Four Trees to be topped which had been assessed by the Forestry Officer who had identified a risk.</p> <p><b>Resolution:</b> The Application for Tree Topping was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
8)	<p><b>Application 2022/64 – Installation of a Bus Shelter – Near Hutt’s Gate Store – Capital Programme Section</b></p> <p>PO presented the Application.</p> <p>The site falls within the Intermediate Zone and not within any Conservation Area.</p> <p>It was proposed to install a Bus Shelter which would involve excavating the embankment to create a level platform near an Existing Telecommunications Cabinet thus creating a platform space of approximately 9m<sup>2</sup></p> <p>One Representation was received.</p>

	<p>The Application was assessed against and complied with the Intermediate Zone LDCP Policy and was recommended for approval</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Installation of a Bus Shelter was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
9)	<p><b>Application 2022/65 – Installation of a Bus Shelter – Viewing Platform, Two Gun Saddle – Capital Programme Section</b></p> <p>CPO presented the Application.</p> <p>The site falls within the Intermediate Zone and not within any Conservation Area.</p> <p>It was proposed to erect a Glass and Aluminium Bus Shelter similar to some examples that have already been erected throughout the Island.</p> <p>One Representation was received.</p> <p>The Application was assessed against the Intermediate Zone and the Roads and Transport LDCP Policies and was recommended for approval.</p> <p>Mr Andrew Pearce spoke in support of his objection.</p> <p>Following discussion, the Authority noted the need to have the Bus Shelter installed which is much needed in the Area. It would be located at the end of the Viewing Platform and would not be a public eye soar. It was noted that there was no objection from the Roads Section.</p> <p><b>Resolution:</b> The Application for Installation of a Bus Shelter was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
10)	<p><b>Application 2022/67 – Demolition of Existing Toilets and Temporary Siting of Containerised Toilet Block – Lower Wharf, Jamestown – Treasury, Infrastructure and Sustainable Development Portfolio</b></p> <p>CPO presented the Application.</p> <p>The site falls within the Intermediate Zone and the Heritage Coast Conservation Area.</p>

	<p>It was proposed to demolish the Existing Condemned Toilet Block and temporarily site a Containerised Toilet Block.</p> <p>One Representation was received.</p> <p>The Application was assessed against the LDCP Policies. The proposal was within 50m of the Sea and would therefore need to be referred to Governor-in-Council. The views of the LDCA would be conveyed to GIC for final determination.</p> <p>Following discussion, the Authority noted that the proposal was only for three years and therefore this should be kept in view and followed up as soon as the three years had elapsed.</p> <p><b>Resolution:</b> The Application for Demolition of Existing Toilets and Temporary Siting of Containerised Toilet Block was supported with the conditions as outlined in the Handling Report. To Governor-in-Council for final determination.</p>
<b>11)</b>	<p><b>Application 2022/69 – Relocation of the Mortuary – General Hospital Site, Jamestown – Health and Social Care Portfolio</b></p> <p>PO presented the Application.</p> <p>The site falls within the Intermediate Zone and the Jamestown Historic conservation Area.</p> <p>The proposal was to improve the Mortuary Facilities and Storage capacity without undertaking major development works and the need to change the use of the Medical Store Building that would be converted into a new Mortuary Layout.</p> <p>The Application was assessed against the Intermediate and Built Heritage Policies and was recommended for approval.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application as long as the Applicant abides by the conditions that have been recommended.</p> <p><b>Resolution:</b> The Application for Relocation of the Mortuary was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
<b>12)</b>	<p><b>Application 2022/70 – Installation of Thermal Solar Panels – General Hospital, Jamestown – Health and Social Care Portfolio</b></p> <p>PO presented the Application.</p>



	<p>It was proposed to Install Eight Thermal Solar panels on the north facing roof of the General Hospital. It had become necessary to improve the existing hot water system at the Hospital which required the need to utilise a renewal energy system in an effort to aid running costs.</p> <p>The site falls within the Intermediate Zone and the Jamestown Conservation Area. The Application was assessed against the Energy and the Built Heritage LDCP Policies and was recommended for approval.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application.</p> <p><b>Resolution:</b> The Application for Installation of Thermal Solar Panels was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
<b>13)</b>	<p><b>Application 2022/71 – Improvements to Roof Layout to Existing Transformer/Mortuary Building – General Hospital Site, Jamestown – Health and Social Care Portfolio</b></p> <p>CPO presented the Application.</p> <p>The site falls within the Intermediate Zone and the Jamestown Conservation Area.</p> <p>The majority of the Building contains the back-up Generator for the Hospital. This was a lifesaving infrastructure which was critical for the continuation of healthcare, the safety and wellbeing of patients during power outages.</p> <p>One Representation was received.</p> <p>The Application was assessed against the LDCP Policies and was recommended for approval.</p> <p>Mr Andrew Pearce spoke in support of his objection.</p> <p>Following discussion, the Authority did not have any concerns or queries relating to the Application. It was felt that the proposal would be an improvement.</p> <p><b>Resolution:</b> The Application for Improvements to Roof Layout to Existing Transformer/Mortuary Building was approved with conditions as highlighted in the Handling Report. A Decision Notice to issue</p>
<b>14)</b>	<p><b>Application 2022/72 – Construction of a Two Bedroom Dwelling – Near High Knoll, Half Tree Hollow – Tessa Yon</b></p>

	<p>PO presented the Application.</p> <p>The site falls within the Intermediate Zone and not within any Conservation Area.</p> <p>Development permission was previously granted in 2017 for the Construction of a Three Bedroom Dwelling on the site where Excavation Works had already been undertaken. The Applicant had now requested a change to the house design, but the changes proposed were not considered to be minor, hence the reason for the Application.</p> <p>The Application was assessed against the LDCP Policies and was recommended for approval.</p> <p><b>Resolution:</b> The Application for Construction of a Two Bedroom Dwelling was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p>
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**8. Approvals by CPO under Delegated Powers: NIL**

**9. Minor Variations Approved by CPO:**

<p>The following Two Development Applications were approved as Minor Variations by the CPO. As is normal practice, key Stakeholders are approached when and where needed for Minor Variation Evaluation.</p>	
<b>1)</b>	<p><b>Application 2019/100/MV1:</b></p> <ul style="list-style-type: none"> <li>– Requested : <b>Minor Variation</b></li> <li>– Proposal : To Amend the Approved House Design. This was in respect of the Construction of a Two Bedroom Dwelling that was approved on 12 June 2020</li> <li>– Location : Head O’Wain, Blue Hill</li> <li>– Applicant : Cynthia Williams</li> <li>– Official : Robert Thornhill, CPO</li> <li>– Approved : 23 September 2022</li> </ul>
<b>2)</b>	<p><b>Application 2020/87/MV2:</b></p> <ul style="list-style-type: none"> <li>– Requested : <b>Minor Variation</b></li> <li>– Proposal : To raise the Existing Wall to a nominal height of 650mm from the finished road surface level to match that of the rest of the Existing Wall that constitutes a maximum increase in wall height of 410m. This was in respect of the Rehabilitation of Field and Side Path Roads that was approved on 2 March 2020</li> <li>– Location : Side Path Road</li> </ul>

	– Applicant	:	Capital Programme Section
	– Official	:	Robert Thornhill, CPO
	– Approved	:	29 September 2022

## 10. Strategic Planning Matters

1)	<b>Rupert’s Valley Development Plan</b> On hold for CPO to concentrate his efforts on the LDCP.
2)	<b>Conservation Area Management Plan</b> On hold for CPO to concentrate his efforts on the LDCP.
3)	<b>Land Development Control Plan Review</b> Reported upon under Matters Arising.

## 11. Any Other Business

There was no further business to discuss.

## 12. Next Meeting

The next LDCA Meeting is scheduled for Thursday, 1 December 2022.

The Chair thanked Members for their attendance. The meeting closed at 1130 Hrs.

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

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Chairperson to the LDCA

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Date