



St Helena  
Government

# MINUTES

## Land Development Control Authority Meeting

Date : Thursday, 1 December 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 Gavin George     | Member                  |
|                  | Mr Ralph Peters     | Member                  |
|                  | Mr Robert Thornhill | Chief Planning Officer  |
|                  | Mrs Karen Isaac     | Secretary               |
| <b>Apologies</b> | Mr Ronald Scanes    | Member (Sick)           |
|                  | Mr Shane Williams   | Planning Officer (Sick) |

**Also in Attendance** One member of the public

### 1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for attending.

### 2. Declarations of Interest

There were no Declarations of Interest to declare.

### 3. Confirmation of Minutes of 3 November 2022

The Minutes of meeting of 3 November 2022 were confirmed and signed by the Chairperson.

### 4. Matters Arising from Minutes of 3 November 2022

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

It was noted that the Application was discussed at a Governor-in-Council meeting that was held on Friday, 18 November 2022. The Application was deferred as advised by the Attorney General. The CPO had met with the Applicants and explained the outcome to them.

**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, Mr Christopher Peters. Revised drawings are still awaited. It was noted that the PO who was dealing with this Application was off sick, but the Authority would be updated at the next scheduled meeting.

**Rupert’s Valley Development Plan**

On hold. Priority is being given to progressing the LDCP. The CPO would turn his attention to this matter once the LDCP had been completed.

**ACTION:** CPO

**LDCP**

The CPO explained he had not been able to make any significant progress since the last LDCA meeting at the start of November 2022 for a number of reasons including; a post covid spike in development applications which include some big development applications to be dealt with before Christmas; the Planning Officer being off sick with more leave to take before the end of the year; one of the Building Inspectors being off Island since the start of November; and a freeze on recruitment which had delayed recruitment to the vacant Planning Officer Post. In this context it would be difficult to progress the LDCP in any meaningful way before Christmas. He stressed that he is really keen in moving the item forward as soon as possible and would progress when he is able to. The Chair thanked the CPO for his honesty in his reasons for the delay.

**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 once the PO is back in office.

**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 once the PO is back in office.

**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 once the PO is back in office.

**ACTION:** PO/CPO

## 5. Building Control Activities

LDCA Members were given a list of Building Control Activities for the month of October 2022 for their information.

## 6. Current Planning Applications

LDCA Members were given a list of current Development Applications. There were 16 applications awaiting determination at the time of preparing the Agenda.

## 7. Applications for LDCA Determination

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| <b>1)</b> | <p><b>Application 2022/73 – Construction of a Two Bedroom Dwelling – Colt Sheds, Longwood – Clint Fowler</b></p> <p>CPO presented the Application.</p> <p>The site is located within the Intermediate Zone and has no conservation area restrictions.</p> <p>Development permission was previously granted in 2017 within this area for the construction of five dwelling units but as the developer did not commence the development, the Applicant was given the opportunity to develop the portion of land on a smaller area.</p> <p>The Application was assessed against the LDCA Policies and was recommended for approval.</p> <p>Following discussion, the Authority noted the comments received from Stakeholders and asked that an advisory be put in place to take account of the comment from Environmental Health regarding the soakaway in the event it becomes a public health nuisance and the Applicant would be expected to address and remedy the situation.</p> <p><b>Resolution:</b> The Application for Construction of a Two Bedroom Dwelling was approved with conditions as set out in the Handling Report subject to the Applicant being advised of the above. A Decision Notice to issue.</p> <p><b>ACTION:</b> CPO</p> |
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| <p>2)</p> | <p><b>Application 2022/75 – Installation of a Solar Powered Public Warning/Information System – near the Sea Rescue Building, Rupert’s – Capital Programme Section</b></p> <p>CPO presented the Application</p> <p>The site falls within the Coastal Zone.</p> <p>The area is located near to critical infrastructure but is also capable of warning residents regarding emergency incidents and evacuations. The warning system which would be made of galvanised steel would be pole mounted standing approximately 3.6 metres high with a maximum width of 1.12 metres. A mounting flange would be used to affix the pole to a small concrete platform on the ground.</p> <p>Public consultation was undertaken by the Capital Programme Section before submission of the Application where one member of the public did not approve of the design. Positive feedback were received from other members of the public.</p> <p>The Application was assessed against and complies with the LDCP Coastal Zone and the Emergency and Public Services Policies and was recommended for approval.</p> <p>Members were aware that full details of the solar panels were not included on the submitted plans and asked for further details on the location and dimensions of the solar panels to be submitted to the CPO who should inform the Authority by email and for approval to be sought for this additional information.</p> <p><b>Resolution:</b> The Application for Installation of a Solar Powered Public Warning/Information System was approved with conditions as set out in the Handling Report, subject to further details on the location and dimensions of the solar panels being submitted to the CPO for approval by the Authority. A Decision Notice to issue if approval is given.</p> <p><b>ACTION:</b> CPO</p> |
| <p>3)</p> | <p><b>Application 2022/76 – Installation of a Solar Powered Public Warning/Information System – near the Power Station, Rupert’s – Capital Programme Section</b></p> <p>CPO presented the Application</p> <p>The site falls within the Coastal Zone.</p> <p>The area is located near to critical infrastructure but is also capable of warning residents regarding emergency incidents and evacuations. The warning system which would be made of galvanised steel would be pole mounted standing approximately 3.6 metres</p>  |

high with a maximum width of 1.12 metres. A mounting flange would be used to affix the pole to a small concrete platform on the ground.

Public consultation was undertaken by the Capital Programme Section before submission of the Application where one member of the public did not approve of the design. Positive feedback were received from other members of the public.

The Application was assessed against and complies with the LDCP Coastal Zone and the Emergency and Public Services Policies and was recommended for approval.

Members were aware that full details of the solar panels were not included on the submitted plans and asked for further details on the location and dimensions of the solar panels to be submitted to the CPO who should inform the Authority by email and for approval to be sought for this additional information. There was also discussion that the proposed site is close to the run in Rupert's and may not be the best location if the area floods. It was therefore agreed an advisory should be included highlighting this consideration.

**Resolution:** The Application for Installation of a Solar Powered Public Warning/Information System was approved with conditions as set out in the Handling Report, subject to further details on the location and dimensions of the solar panels being submitted to the CPO for approval by the Authority. A Decision Notice to issue if approval is given.

**ACTION:** CPO

**4) Application 2022/77 – Installation of a Solar Powered Public Warning/Information System – near Connect St Helena Main Office, Seale's Corner – Capital Programme Section**

CPO presented the Application

The site falls within the Intermediate Zone and Jamestown Conservation Area.

The area is located near to critical infrastructure but is also capable of warning residents regarding emergency incidents and evacuations. The warning system which would be made of galvanised steel would be pole mounted standing approximately 3.6 metres high with a maximum width of 1.12 metres. A mounting flange would be used to affix the pole to a small concrete platform on the ground.

Public consultation was undertaken by the Capital Programme Section before submission of the Application where one member of the public did not approve of the design. Positive feedback were received from other members of the public.

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|    | <p>The Application was assessed against and complies with the LDCP Intermediate Zone, Built Heritage and the Emergency and Public Services Policies and was recommended for approval.</p> <p>Members were aware that full details of the solar panels were not included on the submitted plans and asked for further details on the location and dimensions of the solar panels to be submitted to the CPO who should inform the Authority by email and for approval to be sought for this additional information.</p> <p><b>Resolution:</b> The Application for Installation of a Solar Powered Public Warning/Information System was approved with conditions as set out in the Handling Report, subject to further details on the location and dimensions of the solar panels being submitted to the CPO for approval by the Authority. A Decision Notice to issue if approval is given.</p> <p><b>ACTION:</b> CPO</p>   |
| 5) | <p><b>Application 2022/78 – Relocation of Bus Shelter – near Scotland Roundabout, St Pauls – Capital Programme Section</b></p> <p>CPO presented the Application.</p> <p>The site falls within the Green Heartland Zone with no conservation area restrictions.</p> <p>It is proposed to relocate the existing Bus Shelter from the Scotland Roundabout to a new location, south of the Roundabout on the road to White Gate. The relocation is to eliminate a highway concern of buses stopping before the junction on the Scotland Roundabout.</p> <p>The proposal complies with the relevant policies in the LDCP and was recommended for approval by Planning Officers.</p> <p>Following discussion, it was felt that the relocation of the Bus Shelter presented an opportunity for the structure to be improved by varnishing or including windows in the side to improve visibility. It was therefore agreed to include an advisory suggesting this matter is considered.</p> <p><b>Resolution:</b> The Application for Relocation of Bus Shelter was approved with conditions as outlined in the Handling Report subject to the Applicant being advised to consider whether the condition of the Bus Shelter could be improved by varnishing or including Windows in the side to improve visibility. A Decision Notice to issue.</p> |

## 8. Approvals by CPO under Delegated Powers: NIL

## 9. Minor Variations Approved by CPO:

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| The following Three 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. |   |
| <b>1)</b>   | <p><b>Application 2022/05/MV1:</b></p> <ul style="list-style-type: none"> <li>– Requested : <b>Minor Variation</b></li> <li>– Proposal : To Reduce the length of Extension by 1m as well as altering the position of the Apex. This was in respect of Bedroom and Patio Extension that was approved on 8 March 2022</li> <li>– Location : Near White Wall, Half Tree Hollow</li> <li>– Applicant : Joshua Young</li> <li>– Official : Robert Thornhill, CPO</li> <li>– Approved : 17 October 2022</li> </ul>                                      |
| <b>2)</b>   | <p><b>Application 2021/38/MV1:</b></p> <ul style="list-style-type: none"> <li>– Requested : <b>Minor Variation</b></li> <li>– Proposal : For the removal of a Window in the Kitchen/Dining area on the Western Elevation and to replace with a Single Door. This was in respect of Construction of a Two Bedroom Dwelling that was approved on 10 August 2021.</li> <li>– Location : Near St Paul’s School</li> <li>– Applicant : Jeremy Constantine</li> <li>– Official : Robert Thornhill, CPO</li> <li>– Approved : 20 October 2022</li> </ul> |
| <b>3)</b>   | <p><b>Application 2022/26/MV1:</b></p> <ul style="list-style-type: none"> <li>– Requested : <b>Minor Variation</b></li> <li>– Proposal : To omit the Garage and Balcony and reduce the Building footprint. This was in respect of Construction of a Two Bedroom Dwelling that was approved on 2 June 2022.</li> <li>– Location : Upper Cleughs Plain</li> <li>– Applicant : Nicole Anne Peters</li> <li>– Official : Robert Thornhill, CPO</li> <li>– Approved : 4 November 2022</li> </ul>   |

## 10. Strategic Planning Matters

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| <b>1)</b> | <p><b>Rupert’s Valley Development Plan</b></p> <p>On hold until other priorities have been addressed.</p>  |
| <b>2)</b> | <p><b>Conservation Area Management Plan</b></p> <p>On hold until other priorities have been addressed.</p> |
| <b>3)</b> | <p><b>Land Development Control Plan Review</b></p> <p>Reported upon under Matters Arising.</p>             |

## **11. Any Other Business**

There was no further business to discuss.

## **12. Next Meeting**

The next LDCA Meeting is scheduled for Monday, 19 December 2022. The meeting to start at 9.30 am. There will not be a LDCA meeting in January 2023.

The Chair thanked Members for their attendance. The meeting closed at 11:10 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**