



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Thursday 2 February 2023
Time : 10 am
Venue : Training Room One, opposite the St Helena Community College Main Hall,
Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Paul Hickling	Deputy Chair
	Mr Ronald Scanes	Member
	Mr Lawson Henry	Member
	Mr Gavin George	Member
	Mr Ralph Peters	Member
	Mr Gerald Yon	Member
	Mr Robert Thornhill	Chief Planning Officer
	Mr Shane Williams	Planning Officer
	Mrs Karen Isaac	Secretary

Also in Attendance One member of the public (Objector)

1. Attendance and Welcome

The Chairperson welcomed all present, thanked Members for attending and wished everyone a Happy New Year.

2. Declarations of Interest

There were no Declarations of Interest to declare.

3. Confirmation of Minutes of 19 December 2022

The Minutes of meeting of 19 December 2022 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 19 December 2022

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

The PO advised that he had spoken to the Draughtsman regarding the submission of revised drawings that are still awaited. It was hoped that these would be received early this month.

ACTION: PO

Rupert's Valley Development Plan

On hold and would be dealt with while other matters of priority have been completed.

ACTION: CPO

LDCP

The CPO advised that there was nothing further to report since the last LDCA meeting. It was noted that the Planning Section is understaffed and therefore an urgent case should be made for the recruitment of a Planning Officer as early as possible.

ACTION: CPO

Unauthorised development – Cleughs Plain – Delray McDaniel

The PO advised that revised details have been received. However, clarity was being sought on the intended purpose of the building. This information should hopefully reach the Planning Office in the week commencing 6 February 2023. To be followed up.

ACTION: PO

Excavation Works – Near Young's Valley – Owner, Delray McDaniel

The PO advised that revised details have been received. However, clarity was being sought on the intended purpose of the building. This information should hopefully reach the Planning Office in the week commencing 6 February 2023. To be followed up.

ACTION: PO

Excavation works – Near Young's Valley – Owner, Belfred McDaniel

The PO advised that no response had been received from the Draughtsman. The PO would now arrange a meeting with the Developer and the Draughtsman to advise them to submit a retrospective application.

ACTION: PO

5. Building Control Activities

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

6. Current Planning Applications

LDCA Members were given a list of current Development Applications. There were 10 applications awaiting determination at the time of preparing the Agenda.

7. Applications for LDCA Determination

1)	<p>Application 2022/66 – Replacement of Hand Rails – Judicial Services Office, Grand Parade, Jamestown – Judicial Services, St Helena Government</p> <p>The PO presented the Application.</p> <p>The site is located within the Intermediate Zone. The Building is Grade I Listed and forms part of the Jamestown Conservation Area.</p> <p>Initially it was requested to replace the Hand Rails in front of the entrance to the Judicial Services Office, where the new design would extend beyond the landing and down the steps. From the representation received the Applicant was asked to consider an alternative design. A revised design was received where the existing hand rails would remain with the addition of two steps. The proposal was to provide additional support to customers using this entrance.</p> <p>There were two representations received.</p> <p>Mr Andrew Pearce spoke in support of his representation.</p> <p>Following discussion, it was noted that the new section of rail does not match the existing and it was felt that it was important for this to match as close as possible. It was considered that an advisory or a condition could be imposed in this respect. The spacing, dimensions and details of the hand rail should match what was already in existence. The PO however highlighted condition 4 of the Handling Report requesting submission of details of the Hand Rail and the materials to be used before any work commences.</p> <p>Resolution: The Application for Replacement of Hand Rails was approved with conditions as outlined in the Handling Report subject to the Applicant providing the details as indicated. A Decision Notice to issue.</p> <p>ACTION: PO</p>
2)	<p>Application 2022/89 – Construction of a One Bedroom Dwelling – Deadwood – Matthew Joshua</p>

	<p>The PO presented the Application.</p> <p>The site is located within the Intermediate Zone with no Conservation Area restrictions.</p> <p>The proposal was to construct a One Bedroom Loft Dwelling that complies with the relevant LDCP policies. It is consistent with existing uses in the area designed for residential purposes.</p> <p>Following discussion, the Authority approved the application.</p> <p>Resolution: The Application for construction of a One Bedroom Dwelling was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.</p> <p>ACTION: PO</p>
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8. Approvals by CPO under Delegated Powers:

<p>The following Three Development Applications were dealt with under Delegated Powers by the CPO/PO. It was noted that while there were only two Development Applications for determination by LDCA, works were still going on as three Development Applications were dealt with under Delegated Powers and four dealt with as Minor variations.</p>	
1)	<p>Application 2022/82:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Lounge and Utility Extension. – Location : Lower Half Tree Hollow – Applicant : Helena Bennett – Official : Robert Thornhill, CPO – Approved : 23 December 2022
2)	<p>Application 2022/74: (Retrospective Application)</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Formation of an Access Track – Location : Sapper Way – Applicant : April Stevens – Official : Robert Thornhill, CPO – Approved : 6 January 2023
	<p>Application 2022/81:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Installation of Decking – Location : Half Way – Applicant : Cherie Dillon – Official : Robert Thornhill, CPO – Approved : 6 January 2023

9. Minor Variations Approved by CPO:

The following Four 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.

1)	<p>Application 2020/87/MV3:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Change the Cross-drain One Outlet to Divert Surface Water from Side Path Road to the Run. This was in respect of Road Works that were approved on 3 February 2021 – Location : Side Path and Field Roads – Applicant : Capital Programme Section, St Helena Government – Official : Robert Thornhill, CPO – Approved : 25 November 2022
	<p>Application 2021/52/MV1:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Increase the Footprint of the Store Room, addition of Doors and Alteration to the Windows on the front elevation of the Building. This was in respect of the Construction of a Three Bedroom Split Level Dwelling that was approved on 10 August 2021 – Location : Theo Meij – Applicant : Cleughs Plain – Official : Robert Thornhill, CPO – Approved : 15 December 2022
	<p>Application 2022/67/MV1:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To slightly Change the Internal Layout, position of the Containers and wider Ramps. This was in respect of Demolition of Existing Toilets and Temporary Siting of Containerised Toilet Block that was approved on 23 November 2022 – Location : Lower Wharf, Jamestown – Applicant : Treasury, Infrastructure & Sustainable Development Portfolio, St Helena Government – Official : Robert Thornhill, CPO – Approved : 15 December 2022
	<p>Application 2016/51/MV3:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : Alterations to Dwelling – Bedroom 1 – current position of Window to be replaced with a Door and reposition Window to rear elevation. External Entrance to Kitchen – remove wall to create a larger opening, 1280mm. External entrance to Lounge – create larger opening,

	3600mm and increase access to Garage, 2600mm. This was in respect of the Construction of a Three Bedroom Dwelling that was approved on 21 June 2016
–	Location : Red Hill, St Paul’s
–	Applicant : Tiffany Lawrence
–	Official : Robert Thornhill, CPO
–	Approved : 16 December 2022

10. Strategic Planning Matters

1)	Rupert’s Valley Development Plan Reported upon under Matters Arising.
2)	Conservation Area Management Plan On hold until other priorities have been addressed and finalised.
3)	Land Development Control Plan Review Reported upon under Matters Arising.

11. Any Other Business

New Cemetery at the Dungeon

The CPO reported that a complaint had been received regarding the works approved for the New Cemetery. The Cemetery however was being developed in a phased way as the number of burials increase. There was nothing contained in the development permission that required the proposal to be built in any particular order and that works have been carried out in accordance with the approved plan. Part of the plan shows a pedestrian access between the existing Cemetery and the new one. Burials have not reached this area yet, but there was a fence along the boundary that was preventing access. The CPO having spoken to the Project Manager about this now intends to install an access gate and planting along the main road as per the approved plan. Although there was no need for any specific action at present, the Planning Section would keep an eye on the development as it progresses. The CPO was thanked for the information given.

Sewerage in Half Tree Hollow

A Member enquired the position regarding the sewage in Half Tree Hollow that is becoming an issue. After discussion, the Authority felt that the CPO should enquire and find out the latest position from Connect St Helena Ltd and to report back the position to the Authority.

Works at Field Road

A Member enquired if there was any planning approval given for Field Road. The Member was advised that permission had already been given for works to be undertaken at Field Road. It was noted that a tender document had already been issued to this effect.

12. Next Meeting

The next LDCA Meeting is scheduled for Thursday, 2 March 2023.

The Chairperson thanked Members for attending. The meeting closed at 11:05 Hrs.

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

Chairperson to the LDCA

Date