



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Thursday 2 March 2023
Time : 10 am
Venue : 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 Robert Thornhill	Chief Planning Officer
	Mr Shane Williams	Planning Officer
	Mrs Karen Isaac	Secretary
Apologies	Mr Ralph Peters	Member (Sick)
	Mr Gerald Yon	Member

Also in Attendance Seven members of the public (including Applicants/Objector)

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 2 February 2023

The Minutes of meeting of 2 February 2023 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 2 February 2022

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

The PO advised that a site visit was carried out. Revised drawings are awaited.

ACTION: PO

Rupert's Valley Development Plan

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

ACTION: CPO

Conservation Area management Plan

On hold until other priorities have been addressed and finalised.

LDCP

The CPO advised that there was no further progress to report. It was noted that the main issue was staff resources but the process for recruiting a Planning Officer has now been started. Mention was made again of Shane Williams, the Planning Officer who was studying one day per week which meant that he would only be in office four days per week.

ACTION: CPO

Unauthorised development – Cleughs Plain – Delray McDaniel

The PO advised that it was hoped that revised drawings would be received on 3 March 2023.

ACTION: PO

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

The PO advised that it was hoped that revised drawings would be received on 3 March 2023.

ACTION: PO

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

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

ACTION: PO

Sewage in Half Tree Hollow

The CPO advised that Connect St Helena Ltd is awaiting funding from EDIP to enable appropriate works to be carried out.

5. Building Control Activities

LDCA was given a list of Building Control Activities for the month of January 2023 for their information.

6. Current Planning Applications

LDCA Members was 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 2022/87 – Construction of a Cannery – Rupert’s – Green Fish Company</p> <p>The CPO presented the Application.</p> <p>The site is located within the Coastal Zone with no Conservation Area restrictions.</p> <p>The Application is for the new Cannery Building which includes some excavation.</p> <p>The comments received from Stakeholders were noted and taken into consideration by the applicants. Those Stakeholders who commented confirmed they had no objection to the plans subject to appropriate conditions which have been included in the report. There was no requirement for an EIA to be carried out. The risk of finding undisturbed remains was considered fairly low given the site had already been excavated to construct the existing cannery building. A condition requiring a “Watching Brief” was recommended to ensure any archaeological remains could be preserved if any are uncovered during construction. A condition had also been included requiring a fish waste management plan, and all key stakeholders were content that this is an appropriate way to ensure waste is disposed of appropriately. The operation of the Cannery would be controlled by other legislation, including the Fish and Fish Processing Ordinance and the Environmental Protection Ordinance. It was important to bear in mind that the site was previously used as a cannery and more recently for storage. In this respect, the use of the site had already been established and development permission would not therefore be needed to use the existing site and building as a new Cannery. The proposal complies with the Policies in the LDCP and was recommended for approval.</p> <p>The Applicant spoke in support of the Application.</p> <p>Following discussion, it was noted that the site visit by the LDCA to the area proved to be very useful. One member highlighted that the scale of the operation would be larger</p>
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than the old Cannery. A question was asked whether the gutting and the cleaning of fish would be done on site? The Applicant responded that fish would be processed inside the building. It was felt that the proposal of a new Cannery was a good idea. The information given was clear and concise and all relevant concerns had been addressed. Sewage and Fish Waste would be taken care of by the conditions that would be imposed.

Resolution: The Application for Construction of a Cannery was approved with conditions as outlined in the Handling Report. A Decision Notice to issue.

ACTION: PO

2) Application 2022/68 – Toilets – The Castle Court Yard, Jamestown – Central Support Services, St Helena Government

The PO presented the Application.

The site is located within the Heritage Coast Conservation Area. The Building is Grade 1 Listed.

The Application was originally for the installation of a wheelchair friendly lift and toilet facilities at the Castle. However the applicant is re-considering a new design for the installation of the lift and therefore omitted it from the application. The application is for the installation of the toilets only.

There was one Representation received from Mr Andrew Pearce and he was given permission to speak in support of his Representation. The comments received from the St Helena National Trust were noted.

The application was assessed against the Intermediate Zone and Built Heritage Policies. It was concluded that the proposed development would not adversely impact the appearance, character or integrity of the Listed Building and therefore could be recommended for approval.

Following discussion, one Member raised concern of not having a window in the toilet for ventilation purposes but he was advised that this would be dealt with when the Applicant applies for Building Regulations approval. It was requested that an Advisory should be included with regard to the ventilation.

Resolution: The Application for Toilets was approved with conditions as outlined in the Handling Report with an Advisory regarding ventilation. A Decision Notice to issue.

ACTION: PO

<p>3)</p>	<p>Application 2023/03 – Construction of a Two Bedroom Dwelling – Half Tree Hollow – Lorraine and Alan Benjamin</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 application was assessed against the relevant LDCP Policies. The comments from Connect St Helena’s Sewage and Water Division were noted. The dwelling would not be occupied until such time the sewerage network had been upgraded.</p> <p>Following discussion, one Member expressed concern that there would only be one entrance to the building and felt that in the event of a fire what would be the other means of escape. The PO advised that the matter would be dealt with when the Applicant applies for Building Regulations approval.</p> <p>Resolution: The Application for Construction of a Two Bedroom Dwelling was approved with conditions as outlined in the Handling Report with an Advisory regarding the other means of a fire escape. A Decision Notice to issue.</p>
<p>4)</p>	<p>Application 2023/04 – Balcony and Verandah Extension – Sapper House, Upper Jamestown – Marjorie Harding</p> <p>The PO presented the Application.</p> <p>The site is located within the Intermediate Zone and the Jamestown Historic Conservation Area.</p> <p>There was one Representation received. Mr Andrew Pearce having requested and given permission decided not to.</p> <p>The comments received from the St Helena National Trust were noted.</p> <p>The Application was assessed against the Intermediate Zone and the Built Heritage Policies of the LDCP. Having carried out a site visit and assessing the proposal, the consultation and public representations, the proposed Balcony and Verandah design could be amended to be more sympathetic towards the character of the Conservation Area. The Applicant was therefore asked to consider a re-design which was agreed.</p> <p>Following discussion, the colour scheme for the railings was discussed and it was agreed that this would be decided between the Applicant and the CPO.</p>

	Resolution: The Application for Balcony and Verandah Extension was approved with conditions as outlined in the Handling Report subject to a colour scheme for the railings being agreed between the Applicant and the CPO. A Decision Notice to then be issued.
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8. Approvals by CPO under Delegated Powers:

The following Development Application were dealt with under Delegated Powers by the CPO/PO.

1)	Application 2022/88:
	<ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Covered Way and Verandah – Location : Longwood Road – Applicant : Dean Osborne – Official : Shane Williams, PO – Approved : 9 January 2023

9. Minor Variations Approved by CPO:

The following Development Application were approved as Minor Variation by the CPO. As is normal practice, key Stakeholders are approached when and where needed for Minor Variation Evaluation.

1)	Application 2020/87/MV4:
	<ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Change from Bituminous Road Surface to Concrete Road Surface on Field Road. 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 : 23 January 2023

10. Strategic Planning Matters

1)	Rupert's Valley Development Plan Reported upon under Matters Arising.
2)	Conservation Area Management Plan Dealt with under Matters Arising.
3)	Land Development Control Plan Review Reported upon under Matters Arising.

11. Any Other Business

Rupert's Valley Development Plan (RVDP)

It was agreed that the RVDP be removed from the Agenda and under Matters arising.

12. Next Meeting

The next LDCA Meeting is scheduled for Thursday, 6 April 2023.

The Chairperson thanked Members for attending. The meeting closed at 11:15 Hrs.

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

Chairperson to the LDCA

Date