

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 06th June 2024
Time : 10 am
Venue : St Helena Community College Main Hall, Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Gavin George	Member
	Mr Lawson Henry	Member
	Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)
	Mr Shane Williams	Planning Officer (PO)
Apologies	Miss Petra Joshua	Planning Officer (PO)
	Miss Caitlyn Buckley	Secretary
	Mr Paul Hickling	Deputy Chair (Medical overseas)
	Mr Gerald Yon	Member
	Mr Ronald Scanes	Member

Also in attendance: One member of the public

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance. A warm welcome was extended to Caitlyn Buckley, who has been appointed as Secretary to the LDCA whilst Karen Isaac is off-island.

2. Declarations of Interest

There were no Declarations of Interest to declare.

3. Confirmation of Minutes of 02 May 2024

The Minutes of meeting of 02 May 2024 were confirmed and signed by the Chairperson as a true record of the meeting.

4. Matters Arising from Minutes of 02 May 2024

Land Development Control Plan (LDCP)

CPO advised that this would be a priority for her.

ACTION: CPO

Jamestown Conservation Area Management Plan

CPO confirmed work on CAMP would commence following the commencement of the LDCP.

ACTION: CPO

Unauthorised Development – Young’s Valley– Delray McDaniel

Awaiting follow-up action by Ms McDaniel who is currently not on island. Chairperson advised that this has been on the agenda for a while and appropriate action should be taken by Planning on her return.

ACTION: PO

Food Vendor at the Hospital

Proof of payment has been received and the application has now been registered and would be available for consultation shortly.

ACTION: CPO

Works at the Jamestown Swimming Pool

PO advised Building Manager has been consulted and works are due to be carried out in July. Concerns were raised about the top part of the Swimming Pool Wall which posed a health and safety hazard. PO to make enquiries about this.

ACTION: PO

Unauthorised Development- St Helena Coffee Shop

Consultation completed and the retrospective application would be submitted to LDCA shortly.

ACTION: CPO

Dangerous Building- JT090025

The appropriate Notice has been issued and the owner of the property given 60 days to implement. PO advised that the necessary works have been actioned and completed.

5. Building Control Activities

Members were presented with April 2024 Building Control Activities for their information.

6. Current Planning Applications

Applications are in the advert process. They should be available to be presented to LDCA shortly.

7. Minor Variations by CPO

CPO advised that a minor variation to the Stevedore building in Rupert's had been received and would be discussed under Any Other Business.

8. Land Development Control Plan- Next Steps

CPO suggested a 2-step approach towards the revision of the LDCA. Members were happy with the suggestions.

9. Proactive approach to development applications

CPO advised on ideas for awareness of development applications. There would be a series of information awareness programmes that would be released on this subject. The cost of placing this information in the newspaper was discussed in respect of ways and means as to how this could be accommodated. CPO/PO to consider and report back with suggestions.

ACTION: CPO/PO

10. Any Other Business

Special Meeting of LDCA and site visit to Rupert's

It was agreed that a special meeting of LDCA would be held on Monday, 17th June at 10:00 hrs. Members suggested a site visit to Rupert's prior to having the meeting and this was agreed for Tuesday, 11th June at 09:30 hrs.

PO (Shane Williams) to attend conference in Corsica

CPO advised that PO will be off-island for 2 weeks for a training course. PO gave a brief outline of the training. Chairperson and Members wished PO good luck and to enjoy the experience.

Radio Interview

CPO made Chairperson and Members aware that she was asked to speak for In Scope programme to raise awareness of Planning & Building Control.

11. Next Meeting

The next LDCA meeting is scheduled for Thursday, 17th June 2024.

The Chairperson thanked Members for attending. The meeting closed at 11:30 hrs.

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

Chairperson to the LDCA

Date