

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 21st August 2025
Time : 9.30 am
Venue : St Helena Community College Main Hall, Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Lawson Henry	Deputy Chair
	Mr Ian Gough	Member
	Mr Gavin George	Member
	Mr Ronald Scanes	Member
	Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)/Chief Planning Officer (CPO)
	Mr Shane Williams	Senior Planning Officer (SPO)
	Miss Petra Joshua	Planning Officer (PO)
	Mrs Karen Isaac	Secretary
Apologies	Mr Gerald Yon	Member

Also in attendance:

Eleven members of the public including Applicant(s)/Objector(s).

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance.

2. Declarations of Interest

There were no declarations of interest to declare.

3. Applications for LDCA Determination

Application 2025/53 – Construction of a New Prison with Ancillary Dojo, Service Buildings, Access Road and Sewerage Treatment Plant – Bottom Woods: Safety, Security and Home Affairs, SHG, C/o PMO

The CPO presented and gave an outline of the Application together with planning history with a recommendation that the Authority support the Application for referral to Governor in Council subject to fifteen Conditions as listed in the Handling Report.

The plot is located in Bottom Woods where the area is mainly agricultural and is designated within the Coastal Zone and in a National Conservation area – important Wire bird area.

There were four Representations received from Stakeholders including one from a member of the public.

In assessing, the relevant policies that are applicable are the Coastal, Social Infrastructure, Emergency and Public Services, Natural Heritage, Water Supplies, Energy, Sewage, Storm, and Drainage and Road and Transport.

It was concluded that the Application could be supported with a referral to GiC.

Mr Richard Wotton spoke in support of the Application.

In considering, two issues were raised regarding the size of the excavations and the colour of the roof. There was a clear deviation from the policy on excavations. It was felt that the roof material should be of high quality. The CPO advised that if the Authority was content to remove slate grey to Green from condition 14, this could be done. Members indicated that the roof colour should be in line with policy and that they were content with the condition requiring slate grey. Condition seven was highlighted – The CPO advised that the excavations were not included in the current application as they were being considered under the previous approval where a condition allowed for a deviation from the approved details. However, Members felt that the Applicant should explore alternative excavation options to the illustrative cut up to a maximum of 15m deep as shown on the illustrative plans. These concerns were shared by other members of the Authority. It was highlighted that a precedent could be set for other development proposals. It was agreed that the Application should be deferred so that Members could be assured that revised details would be submitted to the CPO for her consideration and approval. The matter to come back to the next LDCA meeting on 4th September 2025.

Resolution: The Application for Construction of a New Prison with Ancillary Dojo, Service Buildings, Access Road and Sewerage Treatment Plant was deferred awaiting an assurance that acceptable details were submitted for consideration of the revised excavation details.

Application 2025/46 – Construction of a Two Bedroom Dwelling – Bottom Woods CDA: Alex Langham

The PO presented and gave an outline of the Application with a recommendation for approval subject to seven Conditions as listed in the Handling Report.

The plot is located within Bottom Woods CDA and is designated within the Intermediate Zone with no Conservation Area restrictions.

In assessing the Application the relevant policies that are applicable are the Intermediate Zone, Housing, Water, Sewage, Storm and Drainage and Road and Transport and is in compliance and it was considered to be acceptable.

Members did not have any issues and approved the Application.

Resolution: The Application for Construction of a Two Bedroom Dwelling was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/51 – Installation of Perimeter Security Fence and Gates – St Helena Secondary School, Francis Plain: Programme Management Office, SHG, C/o Shelley Thomas

The SPO presented and gave an outline of the Application together with planning history, with a recommendation for approval subject to three conditions as listed in the Handling Report.

The development would be carried out at St Helena Secondary School where it is designated within the Green Heartland zone but not in a Conservation Area.

The SPO highlighted a discussion held on whether the Application would need to be presented to GiC. It was for the Authority to decide.

There was one Representation received.

In assessing the Application the relevant policies applicable are the Green Heartland zone and Social Infrastructure.

The proposal was recommended for approval as there would be a social benefit in providing a safe learning environment. The social benefit of the development would outweigh the limited impact on the landscape.

Mr Phil Toal spoke in support of the Application.

In considering, there was a concern on the visual impact as it would be seen from the neighbouring facility - the playing field. It was felt that the Fence would not be sufficient security. It was suggested that CCTV cameras would be a better option. Mention was made of the valued equipment in the building, but it was pointed out that the fence would not stop any theft. It was noted that the Gates would automatically unlock in an emergency situation. It was suggested

that the Fence be removed along the western section to soften the impact it would have or the fence could be placed at the back of the Pine Trees rather than along the road. The Pine Trees are no longer in existence and was preferred for the fence to be set back as much as possible. It was therefore wondered whether this could be investigated to soften the visual alignment of the fence. A Member of the Public brought to attention that there is a Listed Building in the area of the School. The SPO confirmed that there was a Listed Building but no change was proposed to the recommendation. The application was approved with an additional condition relating to the re-alignment of the fence on the western elevation of the School site. Once the additional condition had been drafted, Members would be given sight of the details for approval before issue to the Applicant.

Resolution: The Application for Installation of Perimeter Security Fence and Gates was approved with conditions as recommended in the Handling Report, subject to an additional condition to be drafted relating to the re-alignment of the fence to the western boundary. The Authority to have sight of the draft before Decision Notice is issued.

Application 2025/52 – Viewing Deck and Construction of three Bird Hides – Millennium Forest: Programme Management Office, SHG, C/o Shelley Thomas

The SPO presented and gave an outline of the Application with a recommendation for approval subject to four Conditions as listed in the Handling Report.

The development would be carried out within the Millennium Forest Conservation Area, designated within the Coastal zone.

In assessing the relevant policies applicable are the Coastal zone, Sewerage and Storm Drainage, Tourism and Natural Heritage.

In considering, it was felt that hand rails should be installed on either side of the Steps leading onto the structure. This would enable safe means of access to the Bird Hides.

Resolution: The Application for Viewing Deck and Construction of Three Bird Hides were approved with conditions as recommended in the Handling Report, subject to an additional condition for the placement of a Hand Rail. Decision Notice to issue.

Application 2025/54 – Redevelopment of Harford School – Harford School, Longwood: Education, Skills and Employment Portfolio, SHG

The SPO presented and gave an outline of the Application with a recommendation for approval subject to seven Conditions as listed in the Handling Report.

The site is located at Harford School, Longwood, designated within the Intermediate Zone and with no Conservation Area restrictions.

In assessing, the relevant policies applicable are the Intermediate Zone, Social Infrastructure, Energy, Water, Sewage, Storm and Drainage and Roads and Transport.

The proposal would accord with the policies as stated and could be supported.

In considering, a question was asked if a Garden was at the southern end of the School and whether that area was intended to be a new grass area. Mention was also made of the increased roof cover, but this had been taken into account with an appropriate condition. Concern was expressed also regarding car parking as there did not seem to be any improvements in this respect. It was pointed out however that a balance would have to be struck as the School is existing. The contents of the LDCP was highlighted in respect of car parking. It was asked and confirmed that there would be a new entrance to the car parking spaces.

As the Agent was present at the meeting, he was given the opportunity to clarify the concerns.

One member was not content with the explanation given in that the covered area would not be used for car parking spaces. A condition to this effect could however be added to take this into account. It was felt that the Application could be approved subject to a travel plan being submitted for approval. In response to a question as to what arrangements are in place for children when getting on and off the bus, the SPO said that the Entrance Lobby area would be used for this purpose. The Authority decided that before the development is brought into use, a Transport Travel Plan for the school setting out the management of employee travel to and from the workplace, including that no vehicles are to be parked outside of the designated parking areas within the development, should be submitted to and approved in writing by the Chief Planning Officer on behalf of the Land Development Control Authority. The Transport Travel Plan to be implemented in accordance with the approved details.

Resolution: The Application for Redevelopment of Harford School was approved with conditions as recommended in the Handling Report, subject to an additional condition for a Transport Travel Plan to be produced. Decision Notice to issue.

Application 2025/57 – Construction of a Single Staircase and Ten Boardwalks – The Peaks National Park: Environment, Natural Resources and Planning Portfolio, SHG, C/o Myra Young

The PO presented and gave an outline of the Application with a recommendation for approval subject to four conditions as listed in the Handling Report.

The site is located within the Peaks National Park and designated within the Green Heartland and the Peaks Conservation Area.

In assessing the relevant policies applicable are the Green Heartland, Natural Heritage and Tourism. The proposal is in compliance and could be supported.

In considering, one Member expressed concern about the Timber Steps and wondered if mesh could be used. It was noted that there is signage displayed for when the area is wet and exposed to moisture. It was further noted that the Peaks are maintained on an annual basis. This was confirmed by the Agent who was in attendance and given the opportunity to clarify and advised that there is a maintenance programme in place. The Authority felt that an additional condition should be added to take account of the concern raised with regard to the Timber Steps. Prior to works commencing, a Maintenance Schedule of the staircases and ground level grates to be submitted in writing for approval by the Chief Planning Officer; once approved in writing the Maintenance Schedule should be implemented in accordance with the approved details.

Resolution: The Application for Construction of a Single Staircase and Ten Boardwalks was approved with conditions as recommended in the Handling Report, subject to an additional condition for the submission of a Maintenance Schedule. Decision Notice to issue.

Application 2025/58 – Installation of 83 Solar Post Downlights – Castle Gardens, Jamestown: St Helena Tourism, SHG

The PO presented and gave an outline of the Application with a recommendation for approval subject to three Conditions as listed in the Handling Report.

The site is located within Castle Gardens, Jamestown and is designated within the Intermediate Zone and Jamestown Historic Conservation area.

In assessing, the relevant policies applicable are the Intermediate Zone, Built Heritage, Roads and Transport, Energy and Tourism.

The proposal complied with the policies and could be supported.

In considering, a question was asked as to how far apart the Solar Post Downlights would be? The PO replied that no measurements were taken but this could be carried out. It was noted that the Lights would be evenly spaced. There was a concern on the day time visual impact that this development could have.

Resolution: The Application for Installation of 83 Solar Post Downlights was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

4 Next Meeting

The next meeting is scheduled for 4th September 2025.

There was no further business to discuss. The Chairperson thanked members for their attendance and the meeting closed at 12.10 Hrs.

Chairperson to the LDCA

Date

