

Cottingham Parish Council



PLANNING COMMITTEE MEETING
HELD AT PARISH COUNCIL OFFICE, 9 THE COTTAGES, MARKET GREEN,
COTTINGHAM
AT 7PM ON TUESDAY 16th SEPTEMBER 2025

MINUTES

PRESENT: Cllrs: Jump, Casson, Graves, Larkin, Marten, Porteus and Stather
 Clerk: N Pape
 1 member of the public present via Microsoft Teams

2125 DECLARATION OF INTERESTS

2125.1 Cllr Casson declared a non-pecuniary interest in planning applications
25/02500/PLF Change of use of existing domestic annex to domestic/Air BnB/holiday
 let accommodation (Retrospective Application) Linden House, 16 Northgate,
 Cottingham HU16 4HH and **25/02622/TCA** COTTINGHAM CONSERVATION AREA -
 Remove 1 no. Conifer tree due to its size, 10 Kirby Drive, Cottingham HU16 4DL

2126 TO RECEIVE AND APPROVE APOLOGIES

Apologies were received from Cllrs Kind, Kemp, Longbottom and Ward

Resolved: that apologies be accepted

2127 TO RECEIVE CORRESPONDENCE & NOTICES OF DECISION (SEE ATTACHED SHEET)

2127.1 Notices of Decision had been circulated to Councillors in advance of the meeting

Resolved: that the report be noted

2127.2 The Clerk reported that Cllr Casson had been approached by residents asking for the Cottingham Green bus shelter to be designated as a non-smoking area. The Clerk had contacted East Riding of Yorkshire Council to enquire if this was feasible and been advised that, as bus shelters in the UK are considered to be considerably enclosed, it is unlawful to either smoke or vape in a bus shelter; this was an enforceable offence. East Riding Council will provide no-smoking signs to be placed within the bus shelter

Resolved: that the report be noted

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Chair: Councillor Julia Marten Tel: 01482 843399 Clerks: N Pape/J Price

2127.3 The Clerk reported that a resident had contacted the office, and Ward Cllrs, regarding perceived speeding issues on St Margaret's Avenue; Ward Cllr Redshaw had contacted the resident to advise he would contact the police regarding this issue

Resolved: that the report be noted

2127.4 The Clerk reported that the next meeting of the Parish and Town Councils Joint Local Access Forum was scheduled to take place at 2pm on Tuesday 23 September 2025, Cllrs were welcome to attend as observers

Resolved: that the report be noted

2127.5 The Clerk reported that an update had been received from East Riding Council regarding the Cottingham Castle Hill car parking scheme; the current position being that the resident survey has now been completed and feedback reviewed and their engineering team is currently working to translate this feedback into initial design proposals - these draft plans will be used for a soft preliminary consultation with the aim of being launched during autumn 2025. Next steps: the soft consultation will help East Riding Council refine the proposals before entering the formal statutory consultation phase; beyond this point, timelines are less predictable and will depend on stakeholder responses. If the proposals are well received, the bulk of the legal and procedural work could be completed within the current financial year, if significant revisions are needed this may extend the timeline

Resolved: that the report be noted

2127.6 The Clerk reported that correspondence had been received from the Chair of Wold Newton Parish Council regarding Planning application NY/2025/0113/FUL – Construction of temporary wellsite for the exploration of gas, including drilling operation, well testing, the retention of the equipment and site restoration. Wold Newton Parish Council are encouraging Parish Councils and members of the public to view the proposals and submit their own comments to the Planning department at North Yorkshire Council. It was agreed this be discussed in further detail at the next Planning Committee meeting of Tuesday 7th October 2025

Resolved: that the report be noted and the Parish Council response to Planning application NY/2025/0113/FUL be formatted at the next Planning Committee meeting of Tuesday 7th October 2025

2127.7 Cllr Casson reported that East Riding Council, in relation to the Local Plan, would be inviting land bids from developers. It was also noted that Hull University The Lawns land is due to be sold at auction

Resolved: that the report be noted

2127.8 Cllr Graves reported that the police had been conducting speed surveys on Harland Way

2128 TO CONSIDER PLANNING APPLICATIONS OUTSTANDING SINCE THE DATE OF THE LAST MEETING

2128.1 Councillors considered Planning Applications outstanding since the date of the last meeting, Cllr Casson did not comment on any of the applications

24/03511/PLF

Erection of single storey extension to rear following demolition of existing conservatory, Mill View, 152 Epplsworth Road, Cottingham HU16 5YG

Resolved: that Cottingham Parish Council recommends approval of this application

25/02509/TCA

COTTINGHAM CONSERVATION AREA - Fell 1 no. Cypress tree (T1) as it is impinging on the border fence, 34 Hallgate, Cottingham HU16 4DJ

Resolved: that whilst Cottingham Parish Council supports the recommendation of the East Riding Council Tree Officer, we would be reluctant to see a healthy tree felled and would be grateful if East Riding Council would consider the tree being pruned instead

25/02489/TCA

COTTINGHAM CONSERVATION AREA - Crown reduce 2 no. Sycamore trees (T1 & T2) by reducing 3 no. lower branches by 1-2 metres back to the boundary as they are overhanging neighbouring properties and affecting their garden areas; Crown reduce 1 no. Sycamore trees (T3) by reducing 4 no. lower branches by 1-2 metres back to the boundary as they are overhanging neighbouring properties and affecting their garden area, Southlands Hall, 75 Thwaite Street, Cottingham HU16 4RB

Resolved: that Cottingham Parish Council supports the recommendation of the East Riding Council Tree Officer

25/02058/PLF

Erection of single storey extension to side and rear, 2 Willerby Court, Willerby Low Road, Willerby HU10 6EF

Resolved: that Cottingham Parish Council recommends approval of this application

25/02322/PLF

Erection of single storey extension to rear, 15 Parkside Close Cottingham HU16 5PH

Resolved: that Cottingham Parish Council recommends approval of this application

25/02592/TCA

COTTINGHAM CONSERVATION AREA - Crown lift 1 no. Sycamore tree by 6 metres due to the lower branches causing a large amount of leaf fall and increased slip hazard, The Old Manse, 215 Hallgate, Cottingham HU16 4BB

Resolved: that Cottingham Parish Council supports the recommendation of the East Riding Council Tree Officer

25/02622/TCA

COTTINGHAM CONSERVATION AREA - Remove 1 no. Conifer tree due to its size, 10 Kirby Drive, Cottingham HU16 4DL

Resolved: that Cottingham Parish Council supports the recommendation of the East Riding Council Tree Officer

25/02562/PLF

Erection of a single storey rear extension, 28 Orchard Croft, Cottingham HU16 4HG

Resolved: that Cottingham Parish Council recommends approval of this application

25/02500/PLF

Change of use of existing domestic annex to domestic/Air BnB/holiday let accommodation (Retrospective Application) Linden House, 16 Northgate, Cottingham HU16 4HH

Resolved: that Cottingham Parish Council recommends approval of this application

25/02533/PLF

Installation of a uPVC double glazed window to side to replace existing timber window (retrospective) Countryman's Deli, 40 Finkle Street, Cottingham HU16 4AZ

Resolved: that Cottingham Parish Council recommends approval of this application

2129 TO RECEIVE UPDATE ON THE PROPOSED INSTALLATION OF SPEED INDICATOR DEVICES

2129.1 The Clerk reported that a response from East Riding Council was expected in the near future regarding the proposed installation of speed indicator devices. Once this had been received an application could be made to the PCC for funding towards the devices. She also explained that an enquiry had been submitted to ERYC regarding whether Parish Councillors could be authorised to move the devices and what training would be required, a response was outstanding. The Clerk had contacted Zurich Insurance to confirm if the existing Parish Council insurance policy would permit Parish Councillors to move the devices; this would be permitted providing the Parish Council complete a Risk Assessment, correct PPE is worn if required and if working at height (on ladders) then there are more than 2 people working together with 2 holding the ladder while it is being used

Resolved: that the report be noted

2130 TO RECEIVE AN UPDATE ON REQUEST FOR LIGHTING ON SOUTHWOOD AVENUE

2130.1 The Clerk referred to previous correspondence from East Riding Council. A Councillor requested that the office contact the East Riding Council Street Lighting department to seek reassurance that the current lighting meets the required minimum standards and to also propose that any existing single streetlights in this area be replaced with double headed lights.

The Clerk reported that both the police and the East Riding Council Safer Communities department had confirmed they had not received any Anti-Social behaviour reports for this area during 2024/2025 that would be of concern for the wider community

Resolved: that the office contact the East Riding Council Street Lighting department to seek reassurance that the current lighting meets the required minimum standards and to also propose that any existing single streetlights in this area be replaced with double headed lights

2131 TO CONFIRM THE DATES OF PLANNING COMMITTEE MEETINGS Q4 2025

2131.1 The Clerk proposed, agreed by Cllrs, meeting dates of 7TH October 2025, 28th October 2025, 18th November 2025, 2nd December 2025, 16th December 2025 and 6th January 2026

Resolved: that Planning Committee meetings be scheduled for 7th October 2025, 28th October 2025, 18th November 2025, 2nd December 2025, 16th December 2025 and 6th January 2026

2132 ITEMS FOR THE NEXT AGENDA (DISCUSSION ITEMS ONLY)

Items for next agenda:

- a. **Progress with Speed Indicator Device proposals**
- b. **To receive update on request for street lighting on Southwood Avenue**
- c. **To consider planning application NY/2025/0113/FUL – Construction of temporary wellsite for the exploration of gas, including drilling operation, well testing, the retention of the equipment and site restoration**
- d. **To discuss Parish Council response to the Draft Planning Obligations SPD Consultation**

Date of Next Planning Meeting (dependent on applications received): **Tuesday 7th October 2025**

There was no other business, and the Chair closed the meeting at **7.50pm**.

..... Chair of the Parish Council