



COLERAINE BOROUGH COUNCIL

Agenda

Meeting	COUNCIL
Date	24 June 2014
Time/Venue	Immediately following Planning Committee in the Council Chamber
Members	Full Council The Mayor (Chair)
In Attendance	Kieran Doherty (Town Clerk and Chief Executive) Richard Baker (Corporate Director of Leisure and Development) Aidan Mullan (Interim Director of Environmental Services) Richard Cox (Assistant Director of Corporate Services) Moira Mann (Head of Development Services) Alex Carmichael (Head of Leisure Services) Bernadette McGuinness (Democratic Services Manager)

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4 COLERAINE DISTRICT HOUSING PLAN & LOCAL HOUSING STRATEGY 2014/2015 (Representatives from Housing Executive will be in attendance)	
5 MINUTES (ENCLOSED)	
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- 7 NORTHERN IRELAND LOCAL GOVERNMENT CODE OF CONDUCT FOR COUNCILLORS (REPORT ENCLOSED)
- 8 CORRESPONDENCE (ENCLOSED)
- 9 DOCUMENTS FOR SEALING

*** Recommended for consideration “In Committee”**

Cloonavin
66 Portstewart Road
COLERAINE

19 June 2014

KIERAN DOHERTY
Town Clerk and Chief Executive

Meeting	Council
Date and Time	27 May 2014 at 7.25pm
Location	Bann View Committee Room, Cloonavin
Chair	The Mayor, Councillor D Harding
Present	Deputy Mayor, Councillor M Fielding Aldermen W Creelman, M Hickey, N Hillis and J McClure Councillors C Alexander, C Archibald, Y Boyle, T Clarke, S Cole, G Duddy, B Fitzpatrick, R Holmes, W King, M Knight-McQuillan, R Loftus, W McCandless, S Quigley and C Sugden
In Attendance	Town Clerk and Chief Executive, Corporate Director of Leisure and Development, Interim Director of Environmental Services, Head of Development Services, Head of Finance, Principal Administrative Officer, Business Support and Administration Manager and Acting Business Support Assistant

1 APOLOGIES

Apologies were recorded for Alderman Fielding and Councillor Barbour.

2 CHAIR'S BUSINESS

2.1 Elections 2014

The Mayor congratulated Members on their success in the recent elections.

2.2 Sympathy

The Mayor expressed his regret at the passing of Randal Crawford and paid tribute to his work in politics.

2.3 Armed Forces Day - Monday 23 June 2014

The Mayor highlighted this forthcoming event to Members.

2.4 World War 1 - Royal British Legion Reception

This event, which would be on Wednesday 25 June 2014, was brought to the attention of Members. It was noted that the Royal British Legion from the North and South of Ireland would be in attendance.

2.5 Station Square Environmental Improvement Scheme

The Mayor reported that this project had won a prestigious Royal Institute of Chartered Surveyors (RICS) 2014 Regeneration Award. He thanked all staff involved in this work and noted it would be eligible for the UK finals later this year.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 ROADS PROGRAMME – ANNUAL REPORT 2014/15

Mr Alan Keys and Mr Austin Montgomery, of Roads Service, elaborated on the report including the 2013/14 expenditure, completed and proposed works, 2014/15 proposed traffic schemes, street lighting and planning. They answered questions and also reminded Members to submit Request/Enquiry Forms on any issues they have raised.

At Members' request, the following was discussed:

- Proposed scheme Ring Road, Lodge Road Roundabout to Ballycastle Road, Coleraine.
- Update on A26 Frocess Road dualling.
- Tree planting and clearance versus road user safety, as highlighted by Cloyfin Road, Coleraine upgrade.
- Completed resurfacing of Diamond, Kilrea.
- A2 Quilly Road, Coleraine work completed and hazardous bend needing further fixing.
- Killowen Street and Winston Way, Coleraine resurfacing completed resulting in lack of drainage and update on further work required.

6 MINUTES

The Minutes of the Council Meetings of 08 April 2014 and 23 April 2013 were confirmed and signed.

6.1 Mayor's Visit - Malawi

On the request of Members, the Mayor provided a brief outline of his recent trip to Malawi. He acknowledged the work of the Zomba Action Project (ZAP) in Coleraine and in Zomba and the difference the group's projects were making to the local people. The Mayor had been deeply affected by the visit and had committed to taking on a personal project. He urged Members to visit Zomba if they had an opportunity.

6.2 Condolences

Members expressed their condolences to the Mayor on the recent passing of his father and uncle and to the Chief Executive on the passing of his mother.

7 COMMITTEE REPORTS

7.1 Planning Committee

The Minutes of the Planning Committee meeting of 23 April 2014 were proposed by the Chairman, Alderman Creelman and seconded by Councillor Boyle.

7.1.1 Northern Ireland Environment Agency

On the proposal of Alderman Hickey and seconded by Councillor Loftus, it was requested that 86 Main Street, Portrush be removed from the NIEA listings. It was noted that Planning Committee had full Council powers and that the decision made at Committee could not be altered. On this basis the proposal was withdrawn.

The Report was, therefore, agreed.

7.2 Leisure and Development Committee

The Minutes of the Leisure and Development Committee meeting of 15 April 2014 were proposed by the Chairman, Councillor McCandless and seconded by Councillor King.

7.2.1 Queen's Baton Relay – Commonwealth Games

Councillor Duddy had expressed feedback from constituents in the 'Heights' area of Coleraine who had been largely unaware of the event. It was noted by Members that Council had operated in a facilitating role for this event and had no control over the itinerary.

7.2.2 Dunluce Summer Solstice Concert

The Mayor drew Members' attention to this event which would be held at the Magheracross site adjacent to Dunluce Castle on 21 June 2014.

Members noted that there was no direct financial support by Council who contributed support 'in kind' to the event.

The report was subsequently agreed.

7.3 Environmental Services Committee

The Minutes of the Environmental Services Committee meeting of 06 May 2014 were proposed by the Chairman, Councillor King and seconded by Councillor Loftus and agreed.

7.4 Corporate Affairs

The Minutes of the Corporate Affairs Committee meeting of 07 May 2014 were proposed by the Chairman, Councillor Duddy and seconded by Councillor Cole.

7.4.1 Procurement Officer

In response to Members' questions the Chief Executive clarified the 'At Risk' categorisation of posts and the operation of the associated trawling exercise.

7.4.2 Governance Arrangements

The Chief Executive advised Members that the implementation date for the new governance arrangements and rhythm for Council and Committee meetings would be 1 June 2014.

The report was subsequently agreed.

8 CAUSEWAY COAST AND GLENS DISTRICT COUNCIL – MONTHLY MEETINGS

The Chief Executive reported that the Annual Meeting of the Shadow Council would take place on 12 June 2014, with subsequent meetings to be held at 7pm on the fourth Thursday of each month and that the Shadow Council had requested use of the Council Chamber for the meetings.

Agreed: That Council approve the use of the Council Chamber for meetings of the Shadow Council.

9 ARRANGEMENTS FOR 2014 ANNUAL MEETING

Consideration was given to the report of the Chief Executive (previously supplied). The Chief Executive elaborated on various issues in the Report and answered queries from Members.

Agreed: That the Annual Meeting be held on Monday 9 June 2014 at 6:30pm.

10 CORRESPONDENCE

Members noted the following correspondence (previously supplied):

- Letter dated 29 April 2014 from the Post Office re changes to Ballysally Post Office.
- Letter dated 08 May 2014 from the National Association of Councillors – Northern Ireland Region re Councillors’ Pensions Scheme.
- Forecast of Events.
- Documents for Tabling.
- Consultation Documents.

11 DOCUMENTS FOR SEALING

- | | | |
|----|-------------------------------|---------------------------------------------------------------------------------------|
| 1. | <u>Conditions of Contract</u> | Council and Lara Goodall Consulting Ltd – Delivery of the Journey to Market Programme |
| 2. | <u>Agreement (2)</u> | Employees – Advance for Purchase of Cars |
| 4. | <u>Cemetery Titles</u> | Grant of Right of Burial – Deeds Register No. 4113 – 4123 inclusive: |
| | Coleraine | 8 |
| | Ballywillan | 2 |
| | Agherton | - |
| | Portstewart | 1 |
| | Kilrea | - |

Meeting	Annual
Date and Time	9 June 2014 at 6.30pm
Location	Council Chamber, Cloonavin
Chair	The Mayor, Councillor D Harding
Present	Deputy Mayor, Councillor M Fielding Aldermen W Creelman, P Fielding, M Hickey and J McClure Councillors C Alexander, D Barbour, Y Boyle, T Clarke, S Cole, G Duddy, B Fitzpatrick, W King, M Knight-McQuillan, R Loftus, W McCandless, S Quigley and C Sugden
In Attendance	Town Clerk and Chief Executive, Corporate Director of Leisure and Development, Interim Director of Environmental Services, Assistant Director of Corporate Services, Head of Estates and Facilities, Democratic Services Manager and Business Support and Administration Manager
Apologies	Alderman Hillis and Councillor Holmes

1 WELCOME

All present were welcomed to the Annual Meeting of Council in the newly refurbished Council Chamber and the new speaker system was explained for the benefit of Members.

2 DECLARATION OF ACCEPTANCE OF OFFICE

Consideration was given to DOE Circular LG26/14, amended Declaration of Acceptance of Office and the Northern Ireland Code of Conduct for Councillors (previously supplied).

Members were advised of the requirement of The Local Government (Transitional, Supplementary, Incidental Provisions and Modifications) Regulations (NI) 2014 which applied Part 9 (Conduct of Councillors) of the Local Government Act (NI) 2014 to modify the Declaration of Acceptance of Office to affirm Members' obligation to observe the Northern Ireland Code of Conduct in the performance of their functions as a Councillor.

The Chief Executive summarised the contents of the Code and Members were recommended to sign the Declaration of Acceptance of Office. The Chief Executive also advised Members of the Registration of Interest requirement (item 5.0 of the Code) which required a completed declaration of personal and pecuniary interest to be made available to the Chief Executive within 28 days.

The signed Declarations of Acceptance of Office were collected from all Members present.

3 OUTGOING MAYOR'S REMARKS

The outgoing Mayor, Councillor Harding, reflected on his year in office and the official engagements he had attended. He thanked the outgoing Deputy Mayor, Councillor M Fielding, for his support throughout the year. Thanks were also extended to the UUP Party for his appointment and to the Chief Executive, officers and staff for their help and support during his term in office. Councillor Harding paid tribute to his fiancée for her encouragement and finally declared his term as Mayor of the Borough of Coleraine to have been both a privilege and an honour.

Members commended Councillor Harding for his work in representing Council as Mayor.

4 OUTGOING DEPUTY MAYOR'S REMARKS

Councillor M Fielding commended Councillor Harding on his work as Mayor and representative of the Borough. He thanked his family, Party Members, officers and staff for their assistance during what had been an enjoyable year.

5 ELECTION OF MAYOR

Agreed: On the proposal of Councillor M Fielding and seconded by Alderman Creelman, that Councillor Duddy be appointed Mayor for 2014/2015.

On taking the Chair, Councillor Duddy signed the formal acceptance of office and wished Councillor Harding God's blessing on behalf of Council for his future plans. He thanked his Party colleagues for their endorsement of him as Mayor.

The Mayor set out his vision for the last year of Coleraine Borough Council. His priorities would include campaigning for better services and facilities, better employment and jobs, and a focus on young people as the future of the Borough.

The Mayor intended to hold a civic service of thanksgiving to recognise the work of Coleraine Borough Council since its inception and announced Diabetes UK as his chosen charity of the year.

Finally, the Mayor thanked staff for the kindness and courtesy shown to him since his election as Councillor and looked forward to working with the Chief Executive and his staff in the coming year.

The Members and the Chief Executive congratulated Councillor Duddy on his appointment.

6 ELECTION OF DEPUTY MAYOR

Agreed: On the proposal of Councillor Fitzpatrick and seconded by Alderman Hickey, that Councillor Boyle be appointed Deputy Mayor for 2014/2015.

Councillor Boyle signed the formal acceptance of office and Members congratulated her on her appointment.

The Deputy Mayor thanked Members and declared her interests for the coming year.

7 CHIEF EXECUTIVE'S REPORT

Consideration was given to the Report of the Chief Executive (previously supplied).

7.1 Appointment of Committee Chairs and Allocation of Additional Positions to Committees

Party appointments for Chairs and Committee Members 2014/15, which had been previously agreed at the 2013 Annual Meeting, were detailed.

Members were advised that, following the decision of Council at the meeting on 27 May to increase Membership to 12 (11 Members plus one Chair) for the Environmental Services, Corporate Affairs, Leisure and Development and Audit and Risk Committees, 16 positions remained to be filled. The D'hondt calculations and resulting order of choice for each Party were considered (contained in Appendix 1 of the Report).

Agreed: That nominations for Chairs and additional Committee Membership, in the absence of Councillor Archibald, would be as follows:

COMMITTEE CHAIRS	
Planning	Councillor King
Environmental Services	Councillor Sugden
Leisure and Development	Alderman Hickey
Corporate Affairs	Councillor Fitzpatrick
Audit And Risk	Councillor Knight-McQuillan

Committee	Additional Members
Environmental Services	Alderman McClure Councillors Alexander, M Fielding and Harding
Leisure and Development	Councillors M Fielding, Loftus, McCandless and Sugden
Corporate Affairs	Aldermen Fielding and Hickey Councillors Barbour and Cole
Audit and Risk	The Mayor The Deputy Mayor Councillor Cole + 1 SDLP (nomination to be advised)

7.2 Representation on Internal and External Groups

Leisure and Development Committee

Council was asked to consider the recommendation of the Corporate Director of Leisure and Development to incorporate the following Groups and Committees into the Leisure and Development Committee:

- Community Development Group
- Economic Development Committee
- Special Events Working Group

It was proposed by Alderman Hickey and seconded by Councillor Fitzpatrick, that Council agree the recommendation.

It was proposed as an amendment by Councillor Knight-McQuillan and seconded by Alderman Fielding, that the Community Development Group be retained as is.

Agreed: With ten votes in favour and six votes against, that the Community Development Group be retained and the Economic Development Committee and Special Events Working Group be integrated into the work of the Leisure and Development Committee.

8 COMMITTEE TIMETABLE

Consideration was given to the Committee Timetable (previously supplied).

Members noted that the meeting of the Corporate Affairs Committee scheduled for 17 March 2015 would be reviewed closer to the date.

Agreed: That the proposed schedule of Meetings be accepted.

Meeting	Planning Committee
Date and Time	27 May 2014 at 6.30pm
Location	Council Chamber, Cloonavin
Chair	Alderman W Creelman
Present	The Mayor, Councillor D Harding (Item 4.2 - 8) The Deputy Mayor, Councillor M Fielding Aldermen M Hickey, N Hillis and J McClure Councillors C Alexander, C Archibald, Y Boyle, T Clarke, S Cole, G Duddy, B Fitzpatrick, R Holmes, W King, M Knight-McQuillan, R Loftus, W McCandless, S Quigley and C Sugden
In attendance	Ms Jennifer Lundy, Planning Service, Head of Estate and Facilities, Principal Administrative Officer and Acting Business Support Assistant

1 APOLOGIES

Apologies were recorded for Alderman Fielding and Councillor Barbour.

2 CHAIR'S BUSINESS

2.1 Elections 2014

The Chair congratulated Members on their success in the recent elections and advised this would be his last meeting as Chair of the Planning Committee.

3 DECLARATIONS OF INTEREST

Alderman Hickey declared an interest in Application No C/2014/0088/F.

4 PLANNING CONSULTATION

A list of 33 applications was presented for consideration (previously supplied).

4.1 Applications Deferred from Previous Meeting

Application D1 C/2007/0616/F Proposed replacement of Single Storey Detached (5 Bed) Dwelling with 1 Detached (3 Bed) Two Storey Dwelling and 4 New Detached (3 Bed) Two Storey Dwellings with Associated Parking and Amenity Space – Total 5 Units at 16 & 18 Moneybrannon Road, Clarehill, Aghadowey, Coleraine for Mr R McCooke.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D2 C/2011/0341/F Proposed erection of agricultural anaerobic digestion facility and feedstock storage area (SILOS) with a Combined Heat and Power unit (CHP), a gas flare stack, boundary fence, staff carpark and associated works to access road (amended access details) at lands adjacent to 15 Drumslade Road, Coleraine for Marco Taylor.

The opinion of Planning Service was to approve.

A Planning Service response to a number of issues raised by members at the March meeting was tabled. Members felt they had not been afforded sufficient time to consider the response and requested a meeting with the Area Manager to fully consider the issues raised.

Agreed: On the proposal of The Deputy Mayor and seconded by Alderman Hickey, that the application be deferred for one month to facilitate an Area Manager meeting; that objectors be invited to attend the meeting; and that the application be returned to Council.

Application D3 C/2011/0553/F Proposed erection of 1 No. 50kw farm turbine with a hub height of 24m at 500m North West of 60 Loguestown Road, Portrush for Ms Alana Francis.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D4 C/2013/0079/F Retrospective application for change of use from vacant commercial unit to gym at 1-3 Lower Captain Street, Coleraine for Mr Mark Dunford, Atlas Gym.

The opinion of Planning Service was to refuse.

Agreed: On the proposal of Councillor Knight-McQuillan and seconded by Councillor Fitzpatrick that a decision on the application be deferred for one month.

Application D5 C/2013/0171/F Private Domestic Vehicle Store for Restoration and Storage of Vintage Machinery at 120M SW of 209 Dunhill Road, Coleraine for Mr W G Hamilton.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D6 C/2013/0178/F Proposed 225KW Wind turbine with a hub height of 30m at 335m SW of 9 Loguestown Road, Coleraine for Doherty Bros.

The opinion of Planning Service was to refuse.

Councillor Knight-McQuillan proposed that a decision on the application be deferred for one month on the grounds that an MLA had requested a meeting with the Area Manager.

It was proposed as an amendment by Councillor Alexander and seconded by Councillor Cole that Council supports the refusal.

On being put to the meeting, the amendment was carried, 11 votes in favour and 1 against.

Agreed: That Council supports the refusal.

Application D7 C/2013/0220/F Proposed replacement of Domestic Garage adjacent to 6 Coastguard Cottages, Causeway View Lane, Portrush for Mr Tommy Caves.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D8 C/2013/0233/F Proposed change of Use from Retail Shop to Doughnut Shop/Takeaway at 51 The Promenade, Portstewart for Mr Noel Johnston.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D9 C/2013/0331/F Proposed two storey rear extension to dwelling and 1.5 storey detached garage (Amended plans received 02 April 2014) at 10 Hazelbank Road, Coleraine for Seamus McElhatton.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D10 C/2013/0426/F Proposed one Timber Frame Apartment above Existing Garage at 104 Causeway Street, Portrush for Alan C Logan.

The opinion of Planning Service was to refuse.

Agreed: That the application be refused.

Application D11 C/2013/0440/A Proposed flat electronic sign fixed to gable wall at Spar Supermarket, 3-9 Coleraine Road, Portstewart for Henderson Food Halls Ltd.

The opinion of Planning Service was to refuse.

Agreed: That the application be refused.

4.2 New Applications

Ms Lundy enlarged on the new applications listed on the planning schedule and the recommendations were accepted subject to the following:

Application No C/2013/0420/F Proposed balcony at 18 Seaview Drive North, Portstewart for D Currie.

The opinion of Planning Service was to refuse. It was noted that this application had been removed from the schedule pending the submission of revised plans.

Application No C/2013/0464/F & C/2013/0478/F Proposed 40m tall 250kw wind turbine with 27m diameter blades 288m and 344m South East of 50 Ring Road, Coleraine for Robert Glenn.

The opinion of Planning Service was to refuse both applications.

Agreed: On the proposal of Councillor Quigley and seconded by the Deputy Mayor that the applications be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2013/0500/F Proposed 250KW wind turbine with 40M hub height and 27m blade diameter 409m South West of 92 Ballyclough Road, Bushmills for Mr Harold Patterson.

The opinion of Planning Service was to refuse.

Agreed: On the proposal of The Deputy Mayor and seconded by Councillor King that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

The Mayor joined the meeting during this item.

Application No C/2014/0005/F Proposed change of use from former bank to restaurant over 2 floors (incorporating take-away facility), conversion and extension of existing apartment to provide 2 no. 2 bed apartments on second floor (accessed from rear) at 27-28 The Promenade, Portstewart for Big Charm Ltd.

The opinion of Planning Service was to approve.

Mr Damian Morelli addressed Committee on behalf of objectors.

Agreed: On the proposal of Councillor Alexander and seconded by Councillor Clarke that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0036/F Proposed retrospective Planning Permission for change of use of unit, to strengthen and conditioning facility. To include small class coaching along with personal training and coaching weight lifting an olympic sport at Unit 5c Coleraine Business Park, Loughanhill Industrial Estate, Coleraine for Mr Stephen Hutton.

The opinion of planning Service was to refuse.

Agreed: On the proposal of Councillor Sugden and seconded by Councillor Boyle that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0051/F Erection of 2 semi detached dwellings and rear detached railway cottage at site adjacent to No 5 Circular Road, Castlerock for Messrs Frank and William Sellar.

The opinion of planning Service was to refuse.

Agreed: On the proposal of Councillor King and seconded by The Deputy Mayor that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0054/F New dwelling (change of house type from single storey dwelling with garage approved under ref C/2012/194/F to two storey dwelling with garage) at 120m North of No 50 Lisnagrot Road, Kilrea for Mr C Kielt.

The opinion of Planning Service was to refuse.

Agreed: On the proposal of Councillor Loftus and seconded by Councillor Quigley that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0088/F Proposed two storey dwelling to replace single storey house of similar footprint and new small garden store to the rear of 15 Burnside Road, Portstewart for Mr John McCauley.

The opinion of Planning Service was to refuse.

Agreed: On the proposal of The Deputy Mayor and seconded by Councillor Knight-McQuillan that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0093/F Proposed agricultural shed and small stable block at 30m East of No 12 Exorna Lane for Mr D Henry.

The opinion of Planning Service was to refuse.

Agreed: On the proposal of Councillor King and seconded by Councillor Holmes that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

Application No C/2014/0096/F Proposed two storey front and rear extensions, single storey side extension, change of window style, roof finish, external render and change from flat to pitch roof on existing garage at 12A Downing Park, Portstewart for Mr Richard Godfrey.

The opinion of Planning Service was to approve.

Agreed: On the proposal of The Deputy Mayor and seconded by Councillor Cole that the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

5 OFFICE MEETINGS

It was noted that the Office Meetings would be held on Friday 13 June 2014.

6 GENERAL PLANNING ISSUES

6.1 Sunset Ridge, Portstewart

Councillor Fitzpatrick expressed concern that this application had changed from a 2-3 storey development and that it had been included on the streamlined Planning list. Ms Lundy explained that the application was an amendment to an approval which had no objections.

7 NORTHERN IRELAND ENVIRONMENT AGENCY (NIEA)

Consideration was given to the report on the NIEA's proposed listings (previously supplied).

Agreed: That Council support all the proposed and existing listings.

8 CORRESPONDENCE

8.1 Minutes of the Planning Committee Meeting 25 March 2014

The Principal Administrative Officer elaborated on letters dated 15 May 2014 from Dr Alan Dempsie and Mrs Jackie Dempsie and 13 May 2014 from Mr Shane Mathers, Principal Planning Officer, which highlighted an error in item 4.1 - Application D4 C/2013/0078/F proposed retention of use of part of domestic garage as part-time hairdressing unit, 115 Edenbane Road, Kilrea.

Members were informed that the Minister had not visited the site on behalf of the objectors and that the Minute should read 'Committee noted that the Minister had become involved in the application on behalf of the objectors'.

Agreed: On the proposal of Councillor King and seconded by Councillor Duddy that the minutes of 25 March 2014 be duly amended and that notification of the amendment be issued to Dr Alan Dempsie and Mrs Jackie Dempsie upon completion.

8.2 Alleged unauthorised use of land as a menagerie and associated 10 huts and 3 enclosures for keeping animals; making a material change in the use of the said lands at 46 Ballywillan Road, Portrush

Members noted that an appeal had been lodged against this enforcement notice.

Agreed: That Council support Planning Service on this issue.

9 ANY OTHER BUSINESS

There was no other business.

Meeting Environmental Services Committee

Date and Time 3 June 2014 at 6.30pm

Location Bann View Committee Room, Cloonavin

Chair Councillor C Archibald

Present Councillors S Cole, G Duddy, B Fitzpatrick, R Holmes, W King and R Loftus

In attendance Interim Director of Environmental Services, Head of Estates and Facilities, Senior Environmental Health Officer, Health and Safety Manager and Business Support and Administration Manager (CE)

1 APOLOGY

An apology was recorded for Councillor Clarke.

2 CHAIR'S BUSINESS

There was no Chair's business.

3 DECLARATIONS OF INTEREST

No declarations of interest were stated.

4 REQUESTS FOR PRESENTATIONS

A request had been received from Together for You, a project aimed at delivering mental health and wellbeing services to a range of people across Northern Ireland, to make a presentation to Council.

Recommended: That the Health and Wellbeing Manager bring a recommendation to Committee on which meeting would be most appropriate to receive the presentation.

5 ENVIRONMENTAL SERVICES' REPORT

Consideration was given to the Report of the Interim Director of Environmental Services (previously supplied).

5.1 Entertainment Licence

5.1.1 Students' Union Function Area, University of Ulster

An application for grant of an Entertainment Licence was considered for:

- Mr Robbie Banam

Recommended: That the licence be issued as applied for.

5.1.2 Farm Shed, 70 Ballinteer Road, Macosquin, Coleraine

An application for grant of an Entertainment Licence was considered for:

- Mrs K Taylor, Coleraine Young Farmers' Club, 10 Magheraboy Road, Coleraine

Recommended: That the licence be issued as applied for.

5.2 Street Trading Licences

5.2.1 Stationary Street Trading Licences

A list of eight applications for the renewal of Stationary Street Trading Licences had been received:

	Applicant	Location	Reg No	Commodity
1	Mrs T Clifford 16 Knocksandel Drive Coleraine	Lansdowne Road Portrush	ENZ 7859 or AHZ 7016	Hot food and soft drinks
2	Mr. J O'Kane 68 Broomhill Park Coleraine	Lansdowne Road Portrush	INZ 3187 or INZ 4896	Ice cream, sweets or minerals
3	Mr Fergal Carton 11 Willowfield Avenue Coleraine	Lansdowne Road Portrush	DA55 2DP or KNZ 1628 or GNZ 6407	Ice cream, sweets, crisps or minerals
4	Mr M Sweeney 6 Dunderg Park Coleraine	Lay by at Macosquin	WIW 2435	Hot food and minerals
5	Mr R Lavery 108 Ballyrashane Road Coleraine	Car park at Harpur's Hill, Coleraine	PIW 4747	Hot food
6	Mrs D Brown 21 Oldtown Road Ballymoney	Two mile bridge at Newbridge Road, Coleraine	AKZ 2146	Hot food
7	Mr I Dobbin 83E Loughanhill Park Ballysally	Car Park at Ballysally shops	MJZ 5355	Hot food
8	Mrs R Pollock 67 Altikeeragh Road Castlerock	CBC car park adjacent to The Promenade, Castlerock	MHZ4533	Ice cream

Recommended: That the licences be issued as applied for.

5.2.2 Mobile Street Trading Licences

A list of eight applications for the renewal of Mobile Street Trading Licences had been received:

	Application	Applicant	Reg No	Commodity
1	RENEWAL	Stephen Lavery 9 Royal Terrace Balnamore Ballymoney	SKZ4673	Hot food
2	RENEWAL	Judith O'Kane 68 Broomhill Park Coleraine	INZ3187	Ice cream, minerals, sweets & crisps
3	RENEWAL	Mrs Tracy Clifford 16 Knocksandel Drive Coleraine	UDZ4135	Ice cream, sweets, minerals

4	RENEWAL	Nicholas John Lerwill 56 Hopefield Grange Portrush	M89 RWG	Ice cream
5	RENEWAL	Fergal Carton 11 Willowfield Avenue Coleraine	DA55 2DP	Ice cream, sweets, crisps and soft drinks
6	RENEWAL	Samuel Stewart 44 Margaret Avenue Ballymoney	LFZ 8235	Ice cream, sweets, minerals
7	RENEWAL	Judith O'Kane 68 Broomhill Park Coleraine	INZ4986	Ice cream, minerals, sweets & crisps
8	RENEWAL	Fergal Carton 11 Willowfield Avenue Coleraine	GNZ 6407	Ice cream, sweets, crisps and soft drinks

Recommended: That the licences be issued as applied for.

5.3 Corporate Health and Safety Audit Action Plan

Consideration was given to the draft Action Plan at Appendix 1 of the Report. The Health and Safety Manager drew Member's attention to the three Priority 1 recommendations, completion of which was due within the timeframe recommended by the Auditor.

During a period of discussion the Health and Safety Manager and the Interim Director of Environmental Services answered Members' questions in relation to actions being undertaken to develop a health and safety awareness culture within Council and advised the next steps in the procedure, as detailed in the Report.

Recommended: On the proposal of Councillor King and seconded by Councillor Cole, that Council approve the approach outlined and support the implementation of the Audit Action Plan through Heads of Service and Managers.

5.4 Refuse Collection Vehicle

The Interim Director of Environmental Services presented information on status and usage of current fleets of Refuse Collection Vehicles across the Cluster Councils. Members noted that Coleraine Borough Council currently had one 2002 vehicle which was in need of major repairs if it was possible to source the necessary parts, some of which were now out of production. Costs of repairs and future maintenance of the vehicle were discussed versus purchase of a new vehicle.

In response to a number of questions from Members the Interim Director of Environmental Services advised that costs for the maintenance of vehicles were currently being looked at along with options for future provision.

Recommended: On the proposal of Councillor King and seconded by Councillor Fitzpatrick, that Council tender for a Refuse Collection Vehicle.

5.5 For Information

5.5.1 Building Control Report

Information relating to Building Control activity during the period 26 April – 21 May 2014 was noted including:

- Applications:
 - 17 applications had been received for assessment.
 - 68 applications had been recommended for Building Control approval.
 - 447 inspections had been carried out.

5.5.2 Dangerous Structures

In response to Members' requests, Officers would carry out the following actions:

- i) 29 Abbey Street, Coleraine: the Interim Director of Environmental Services would bring a report on this property, to include timeframes for making good, back to Committee.
- ii) Killure Old School: the Interim Director of Environmental Services would ask Building Control to look at this building and report back to Committee.

7 CORRESPONDENCE

There was no correspondence

8 ANY OTHER BUSINESS

8.1 Bus Shelters

In response to a query from Councillor Fitzpatrick, the Head of Estates and Facilities advised that the Department for Regional Development (DRD) had been in consultation with Translink who had now secured their procedures for bus shelters, to include maintenance. He also advised that approximately 50 bus shelters in the Borough belonged to Council and maintenance of these would continue to be carried out by Council.

A report would be brought back to Committee when Translink's procedures had been clarified and confirmed.

8.2 Anti-social Behaviour in Portstewart

Councillor Fitzpatrick referred to underage drinking which was taking place at Mullaghacall Park in Portstewart and asked that a scheme be identified to deter such activity. The Senior Environmental Health Officer advised that he would arrange a consultation between Environmental Health and PSNI to consider options.

8.3 Cornerstone Project, Garvagh

In response to a query raised by Councillor Cole about the quality of work carried out to plinths at this site, the Interim Director of Environmental Services would arrange for the issue to be investigated and a report brought back to Committee.

Meeting	Leisure and Development Committee
Date and Time	10 June 2014 at 6.30pm
Location	Bann View Committee Room, Cloonavin
Chair	Councillor W McCandless
Present	The Deputy Mayor, Cllr Y Boyle Aldermen P Fielding and N Hillis Councillors D Barbour, M Fielding, M Knight-McQuillan, R Loftus and S Quigley
In Attendance	Corporate Director of Leisure and Development, Head of Development Services, Head of Leisure Services, Healthy Living and Sport Manager (Items 1 – 7.5.2), Project Manager and Administrative Assistant

1 APOLOGIES

Apologies were recorded for Aldermen Hickey and McClure and Councillor Sugden.

2 THANKS

Councillor McCandless thanked Members, the Corporate Director of Leisure and Development and Officers for their support during his year as Chair, which had been a pleasure to fulfil. The Deputy Mayor thanked Councillor McCandless for his work during the year.

3 APPOINTMENT OF VICE CHAIR

It was proposed by Councillor Quigley, seconded by the Deputy Mayor and agreed that Councillor McCandless be appointed Vice Chair.

Councillor McCandless thanked Members for his appointment.

4 CHAIR'S BUSINESS

There was no Chair's business.

5 DECLARATIONS OF INTEREST

There were no declarations of interest.

6 REQUESTS FOR PRESENTATIONS

There were no requests for presentations.

7 LEISURE AND DEVELOPMENT SERVICES' REPORT

Consideration was given to the Leisure and Development Services Report (previously supplied).

7.1 Proposed Fees and Charges 2014-2015 - Rugby Avenue Synthetic Pitches

The Corporate Director of Leisure and Development outlined the following schedule of proposed fees and charges for the new synthetic pitch facilities at Rugby Avenue Playing Fields (Phase 1 North Coast Sports Village):

	Per Hr	Per Hr WL	½ PH	½ PH WL
Adult	£ 35	£50	£17.50	£25
Juv/Schools/NR	£ 20	£35	£10	£17.50

WL - with lights

Juvenile/Schools rate Mon-Fri up to 5.00pm.

Neighbourhood Renewal (NR) rate applicable any time.

The proposed charges had been developed in context of the current economic climate and the social responsibility that Council had to meet the needs and influence the lifestyle and well-being of the citizens. They also sought to ensure that Neighbourhood Renewal (tackling deprivation) linkages which were key to the capital funding secured from DCAL/Sport NI were achievable through making the facilities accessible to programmes and community groups from those areas.

Recommended: On the proposal of Councillor Loftus and seconded by Alderman Fielding that Council agree the proposed schedule of Fees and Charges for 2014-2015, as a pilot price to make the facilities as accessible as possible to as many user groups as possible, for the remainder of Coleraine Borough Council's tenure.

7.2 Community Support Plan 2014-2015 – Garvagh Community Building

The Head of Development Services advised Members that the 2014-2015 Community Support Plan included support for the community operated centre in Garvagh known as the GADDA building (Garvagh Development Trust) and a written application had been received from the organisation. The centre had been funded to promote and support community activity in a rural area in order to enable community development and good relation activities.

A total of up to £10,000 had been allowed within the budget for 2014-2015 to support this activity in line with Council's commitment as stated in the Community Support Plan 2014-2015.

As part of an agreement to fund, the centre would deliver the following services:

- The promotion and support of community activity for all sections of the community.
- The provision of a physical resource which would provide opportunities for the delivery of a range of social and recreational, educational and environmental activities to all sections of the community providing equality of opportunity in all aspects of the centres activities, in particular with regard to access and participation.
- Pursue and access additional sources of income to contribute to the overall sustainability of the organisation.

The Group's proposal had been considered together with monitoring data on their performance during 2013/2014. A summary of key results were detailed in Annex A Appendix 1 of the Report.

Recommended: That funding of £10,000 be awarded to Garvagh Development Trust for the provision of access to community facilities and activities in the GADDA building for 2014-2015 as contained in the Community Support Plan.

7.3 Recreation Grounds and Dunluce Centre V4 Report

The Head of Development Services provided a short presentation on the V4 Report on the Market Testing of the Recreation Grounds and Dunluce Centre, Portrush.

The Market Testing Summary was as follows:

- Low population curtails large scale commercial leisure developers (at present)
- Interest from development consortia
- Dunluce Centre scope for social enterprise
- Recreation Grounds – adventure golf
- Procurement routes to be advised

Recreation Grounds

- High quality adventure golf (on 4 courts)
- Playpark
- New pavilion
- Improvements to tennis courts
- Possible convert 2 multi purpose courts
- Other suitable attraction
- Environmental improvement scheme
- Mix of public/private funding

Dunluce Centre Options

- a) Go to market with commercial call
- b) Pursue a social enterprise for sustainable youth orientated facility combining indoor adventure activities, attractions appealing to visitors and local community hub. Early stage financial support from Council.

Recommended: That Council approves:

- i) Option (b) - the concept of a social enterprise scheme for the Dunluce Centre, Portrush;
- ii) the model of adventure golf etc. for the Recreation Grounds, Portrush; and
- iii) that Officers work towards delivery on each site with proposals being brought back to Committee for further consideration.

7.4 CAUS Urban Plaza/Skateboard Park at Metropole Park, Portrush

The Corporate Director of Leisure and Development advised Members that a request had been received from CAUS (Causeway Urban Sports) for use of a section of land at the Metropole Park, Portrush on which to build an urban plaza/skateboard park. Approval had been given in principle pending the outcome of the report on future uses of the Dunluce Centre and surrounding area.

As there was no perceived conflict between the future use of the Centre and an urban plaza development on a section of the Metropole Park it was suggested that Officers confirm the approval of Council to offer the land and engage with the CAUS representatives with a view to securing a lease arrangement. This would support grant applications by CAUS to secure funding for the project.

Recommended: On the proposal of Councillor Fielding and seconded by Alderman Hillis that Council approves the offer of land to CAUS for an urban plaza/skateboard park at Metropole Park, Portrush and requests Officers to prepare a lease agreement.

7.5 Dereliction Intervention Fund

Members noted that a submission had been made to the Department of the Environment's Dereliction Intervention Fund 2014-15 on 30 May 2014. Seven schemes from across the Borough had been submitted, with a total bid value of £56,875, as follows:

- 49/55 Maghera Street, Kilrea
- 11/12 The Diamond, Kilrea
- 32 Bridge Street, Kilrea
- 25 Main Street, Garvagh
- The Windsor Hotel Site, 4-8 The Promenade, Portstewart
- 57, 59, 61 Coleraine Road, Portrush
- 21 Lansdowne Crescent Portrush

The Department had not indicated when they would announce the successful bids but any funded works must be completed by 31 January 2015.

**7.6 Market Yard Funding
Heritage Lottery Fund (HLF) HG-09-01722 'Irish History Starts Here'**

In September 2010 Council received a Heritage Lottery Grant award for £500,000 towards the interpretative fit out of Coleraine Museum at Market Yard. This award was subject to the following criteria:

Council securing the funding for the capital project
Project completion by 30 September 2014

As of 7 April 2014, Heritage Lottery Fund understand that funding has not been secured and have withdrawn the grant with immediate effect. Members noted that HLF had reassured Council that they would be welcome to submit a fresh application.

8 CORRESPONDENCE

There was no correspondence.

9 ANY OTHER BUSINESS

9.1 Community Development Group

Following a query regarding the present system regarding the Community Development Group the Head of Development Services would prepare a report for Members detailing the existing process.

9.2 Public Toilets – Portrush

Reference was made to the number of public toilets available in Portrush. The Interim Director of Environmental Services would provide a report to the Committee.

Meeting	CORPORATE AFFAIRS COMMITTEE
Date and Time	17 June 2014 at 6:30pm
Location	Bann View Committee Room
Chair	Councillor B Fitzpatrick
Present	Aldermen P Fielding and J McClure (items 7 - 9) Councillors D Barbour, T Clarke (items 6 – 9), S Cole, M Fielding, D Harding, S Quigley and C Sugden (items 6 – 9)
In Attendance	Town Clerk and Chief Executive, Assistant Director of Corporate Services (items 1 – 7.1.1), Democratic Services Manager (items 1 – 7.1.1 and Business Support and Administration Manager (CE) (items 1 – 7.1.1)

1 APOLOGY

An apology was recorded for Alderman Hickey.

2 APPOINTMENT OF VICE CHAIR

Agreed: On the proposal of Councillor Barbour and seconded by Alderman Fielding, that Councillor Quigley be appointed Vice Chair of the Corporate Affairs Committee.

3 CHAIR'S BUSINESS

There was no Chair's business.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 REQUESTS FOR PRESENTATIONS

There were no requests for presentations.

6 CHIEF EXECUTIVE'S REPORT

Consideration was given to the Report of the Chief Executive (previously supplied).

6.1 Coleraine Harbour Commissioners: Appointment of Chairman and Deputy Chairman

The Chairman appointed under the terms of Section 4(a) of The River Bann Navigation Order until 30 June 2014 was currently Mr W Oliver and the Vice Chairman Mr J Millar. Mr Oliver and Mr Millar had served a one-year term to date and Members noted that the renewal practice was for appointees to serve a two-year term.

Recommended: In accordance with renewal practice, that Mr Oliver and Mr Millar be re-appointed for a further one-year period to 30 June 2015.

6.2 Finance

6.2.1 Accounts

Accounts for May 2014 had been previously supplied.

6.2.2 Local Government Reform

Members noted guidance and direction in relation to Local Government Reform (LGR) which had been issued to all Councils (previously supplied).

The Assistant Director of Corporate Services advised that a considerable amount of correspondence in relation to LGR was now being received. He asked for Committee's endorsement to make incoming correspondence available to Members via the Council intranet, with any important information or decisions to be brought to the relevant Committee.

Recommended: That Council endorses the request of the Assistant Director of Corporate Services.

The Chief Executive advised that training on the new Code of Conduct for Members of legacy councils would take place in Cloonavin on 1 July 2014 at 2.00pm, alongside Members of Causeway Coast and Glens Shadow Council who had still to receive the training. Mr Wavell Moore would facilitate.

8 CORRESPONDENCE

There was no correspondence.

9 ANY OTHER BUSINESS

9.1 Request for Hard Copy of Papers

A request from Councillor Cole to be provided with a hard copy of Council/ Committee papers was noted.

9.2 Purchase of 8 Somerton Lodge, Coleraine

Councillor Harding asked for it to be recorded that he had purchased 8 Somerton Lodge on 1 May 2014. He had been aware of an encroachment issue between Council and the previous owners prior to purchase and had asked for and received assurance from the Democratic Services Manager that the encroachment had been resolved and there were no outstanding issues on 1 May 2014.