

**COLERAINE BOROUGH COUNCIL**

**COUNCIL MEETING  
31 March 2015**

**MINUTES BOOKLET**

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<b>Meeting</b>	<b>Council</b>
<b>Date and Time</b>	<b>24 March 2015 at 8.15pm</b>
<b>Location</b>	Council Chamber, Cloonavin
<b>Chair</b>	The Mayor, Councillor G Duddy
<b>Present</b>	The Deputy Mayor, Councillor Y Boyle Aldermen S Cole, W Creelman, P Fielding, M Hickey and N Hillis Councillors C Alexander, C Archibald, T Clarke, T Craig, M Fielding, B Fitzpatrick, D Harding, W King, R Loftus, S Quigley and C Sugden (Item 14.2)
<b>In Attendance</b>	Town Clerk and Chief Executive, Corporate Director of Leisure and Development, Interim Corporate Director of Environmental Services, Head of Estates and Facilities and Administrative Assistant

## 1 APOLOGIES

Apologies were recorded for Councillors Barbour, Holmes, Knight-McQuillan and McCandless.

## 2 CHAIR'S BUSINESS

### 2.1 Sympathy

The Mayor expressed sympathy to the Chief Executive on the recent death of his mother-in-law and asked him to convey condolences to Mrs Doherty.

The Chief Executive thanked The Mayor for his kind words.

## 3 DECLARATIONS OF INTEREST

There were no Declarations of Interest recorded.

## 4 PRESENTATION - AWARE DEFEAT DEPRESSION

The Mayor welcomed Ms Teresa Sloan, Fundraising and PR Director, from Aware Defeat Depression, who was in attendance to highlight the work of the Group.

Aware Defeat Depression was established in 1996 and had now twenty staff between two branches in Londonderry and Belfast.

Ms Sloan outlined the services provided in the area which included:

- Support Group in Coleraine which met 1<sup>st</sup>/3<sup>rd</sup> Tuesday each month in the Lodge Hotel
- Education and Training Programmes in various locations

Ms Sloan answered various Members' questions.

The Mayor and Members thanked and commended Ms Sloan on the sterling work provided by the Group in schools and the community.

## 5 'IN COMMITTEE'

**Agreed:** On the proposal of Councillor Fitzpatrick and seconded by Alderman Fielding that a number of items be taken 'In Committee' at the end of the Meeting.

## 6 MINUTES

The Minutes of the Council Meeting of 24 February 2015 were confirmed and signed.

## 7 COMMITTEE REPORT

### 7.1 Planning Committee

The Minutes of the Planning Committee Meeting of 24 February 2015 were proposed by the Chair, Councillor King, seconded by Councillor Loftus and agreed.

## 8 ENVIRONMENTAL SERVICES REPORT

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

### 8.1 Entertainment Licences

#### 8.1.1 The Ramada Hotel, 73 Main Street, Portrush

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

- The Northern Portrush Hotel Ltd – The Ramada Hotel, 73 Main Street, Portrush  
Monday – Saturday 11.30am - 1.00am  
Sunday 12.30pm – midnight

**Agreed:** That the transfer of Licence be granted subject to compliance with any recommendations of the Council's licensing department inclusive of the following special conditions:

- 1) No representations
- 2) No objections from PSNI
- 3) All requirements as contained within Nightsafe Coleraine Code of Best Practice 2012
- 4) All Door Supervisors employed must be licensed with a scheme recognised by Coleraine Borough Council

#### 8.1.2 Marquee at North West 200, The Pits Area Ballyreagh Road, Portstewart

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

- Mr Jonathan Gates – Marquee at North West 200  
Monday – Saturday/Sunday morning 11.30am – 1.00am  
11 – 16 May 2015

**Agreed:** That the grant of Licence be approved subject to compliance with any recommendations of the Council's licensing department inclusive of the following special conditions:

- 1) No representations
- 2) No objections from PSNI or NI Fire and Rescue Service
- 3) All requirements as contained within Nightsafe Coleraine Code of Best Practice 2012
- 4) All Door Supervisors employed must be licensed with a scheme recognised by Coleraine Borough Council

### 8.1.3 Courtney's Circus, Movie House, 1 Riverside Park, Coleraine

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

- Mr Wayne Courtney – Courtney's Circus, Movie House, 1 Riverside Park, Coleraine  
Wednesday – Friday 4pm – 9pm  
Saturday – Monday 1pm – 7pm  
From 1 - 6 April 2015

**Agreed:** That the grant of Licence be approved subject to compliance with any recommendations of the Council's licensing department inclusive of the following conditions:

- 1) No representations
- 2) No objections from PSNI or NI Fire and Rescue Service
- 3) All requirements as contained within Nightsafe Coleraine Code of Best Practice 2012
- 4) All Door Supervisors employed must be licensed with a scheme recognised by Coleraine Borough Council

## 9 Leisure and Development Services Report

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

### 9.1 Coleraine PCSP Annual Report

Reported that as a result of the obligations contained within the Justice Act (NI) 2011 and in light of the reconstitution of PCSPs in line with local government reform the Annual Report for Coleraine Policing and Community Safety Partnerships for the period April – December 2014 was presented for information (Appendix 1 of the Report).

## 10 CHIEF EXECUTIVE'S REPORT

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

### 10.1 Annual Governance Statement

The Chief Executive advised Members that each year Council was required to include an Annual Governance Statement in its Annual Report and Accounts. The Annual Governance Statement had always been approved by Council's Audit and Risk Committee in June and signed by the Chief Executive and the Chair of the Committee. As Coleraine Borough Council would cease to exist as a legal entity on 31 March 2015 it was considered appropriate to obtain approval through Council.

Consideration was given to the proposed 2012/2015 Annual Governance Statement as detailed at Appendix 1 of the Report and the Chief Executive highlighted the key elements contained therein.

**Agreed:** That Council approve the proposed changes to the 2014/2015 Annual Governance Statement and authorise the Chief Executive and Mayor to sign the Statement on behalf of Coleraine Borough Council.

### 10.2 DCAL Strategic Intervention Funding

The Chief Executive advised Members that following confirmation of funding from the Department of Culture, Arts and Leisure (DCAL) for £100,000 the procurement process was commenced.

Two tender submissions had been received with one tender progressing to Part 2 of the process as follows:

**CONTRACTOR****LUMP SUM COST**

Wackiki Event Production Solutions

£120,212.74

The submission from the preferred contractor was for a higher amount of money than the available funding from DCAL. There were a number of options available to Council as follows:

<b>Option</b>	<b>Cost</b>	<b>Details</b>
<b>Option 1 (Preferred Option)</b> – Purchase Essential Requirements plus some additional Desirable Requirements	£103,104.27	<b>Includes</b> all elements of trailer and generator and lighting options. <b>Excludes</b> sound option.
<b>Option 2</b> – Purchase Essential Requirements plus some additional Desirable Requirements	£107,265.07	<b>Includes</b> all elements of trailer and sound option. <b>Excludes</b> generator and lighting options.
<b>Option 3</b> – Purchase Essential Requirements plus all Desirable Requirements	£120,212.74	<b>Includes</b> all elements of trailer, generator, lighting and sound

**Agreed:** On the proposal of Councillor Harding and seconded by Councillor Fitzpatrick that Council accept the preferred option (Option 1) to proceed to contract.

### 10.3 Assignment of VAT/Landfill Claims – Coleraine Borough Council to Causeway Coast and Glens District Council

Reported that in order to ensure that any rights of action/claims were assigned to the successor body (Causeway Coast and Glens District Council), a Notice of Assignment Deed was required to be signed by the Mayor of Coleraine Borough Council and the Presiding Councillor of Causeway Coast and Glens District Council. Noted.

### 10.4 Northern Ireland Audit Office (NIAO) Audit Strategy

Reported that the NIAO Audit Strategy for the audit of Coleraine Borough Council's Statement of Accounts for the year ended 31 March 2015 was provided (Appendix 2 of the Report) for Members' information.

## 11 CORRESPONDENCE

Members noted the following correspondence (previously supplied):

- Letter dated 3 March 2015 from Post Office Ltd re Portrush Post Office
- Letter dated 10 March 2015 from NILGA re Local Government Recognition Brochure
- Forecast of Events
- Consultation Documents

### 11.1 Council Meeting – 31 March 2015

The Chief Executive advised Members that the final Council Meeting would be held on 31 March 2015 at 6pm followed by official photographs and reception in the Liz Johnston Suite.

## 12 DOCUMENTS FOR SEALING

**Resolved:** That the following documents be sealed:

1	<u>Lease</u> (in duplicate)	Coleraine Borough Council and George Nelson – Shop Unit at South Pier, Portrush										
2	<u>Novation Agreement</u> (in triplicate)	Coleraine Borough Council and Causeway Coast & Glens and Invest NI - 1 March 2015										
3	<u>Notice of Assignment Deed</u>	Coleraine Borough Council and Causeway Coast & Glens – Assignment of VAT on Landfill Claims										
4	<u>Supplemental Lease</u> (in duplicate)	Coleraine Borough Council to Messrs Fletcher & Witherow – Portion of Land for Siting of Oil Tanks at Tides Restaurant, Portrush										
5	<u>Apportionment Deed</u> (x6)	NILGA Superannuation Committee & CBC – Transfer of Liabilities										
6	<u>Deed for Release and Waiver</u> (in triplicate)	Coleraine Borough Council and Fletcher's Bistro Ltd - Causeway Street, Portrush										
7	<u>Lease Variation</u> (in triplicate)	Coleraine Borough Council and Fletcher's Bistro Ltd - Causeway Street, Portrush										
8	<u>Licence Agreement</u> (in triplicate)	Coleraine Borough Council and Fletcher's Bistro Ltd – For Gas Tanks at Area of Ground at Causeway Street, Portrush										
9	<u>Cemetery Titles</u>	Grant of Right of Burial – Deeds Register Nos 4210 – 4222 inclusive:  <table border="0" style="margin-left: 40px;"> <tr><td>Agherton</td><td style="text-align: right;">2</td></tr> <tr><td>Ballywillan</td><td style="text-align: right;">3</td></tr> <tr><td>Coleraine</td><td style="text-align: right;">4</td></tr> <tr><td>Kilrea</td><td style="text-align: right;">2</td></tr> <tr><td>Portstewart</td><td style="text-align: right;">2</td></tr> </table>	Agherton	2	Ballywillan	3	Coleraine	4	Kilrea	2	Portstewart	2
Agherton	2											
Ballywillan	3											
Coleraine	4											
Kilrea	2											
Portstewart	2											

**13 ANY OTHER NOTIFIED BUSINESS**

There was no other notified business.

<b>Meeting</b>	<b>Planning Committee</b>
<b>Date and Time</b>	<b>24 March 2015 at 7pm</b>
<b>Location</b>	Council Chamber, Cloonavin
<b>Chair</b>	Councillor W King
<b>Present</b>	The Mayor, Councillor G Duddy The Deputy Mayor, Councillor Y Boyle Aldermen S Cole, W Creelman, P Fielding, M Hickey and N Hillis Councillors C Alexander, C Archibald, T Clarke, T Craig, M Fielding, B Fitzpatrick, D Harding, M Knight-McQuillan (Items 1-5.2), R Loftus and S Quigley
<b>In attendance</b>	Mr S Mathers - Planning Service, Town Clerk and Chief Executive, Democratic Services Manager and Administrative Assistant

## 1 APOLOGIES

Apologies were recorded from Councillors Barbour, Holmes, McCandless and Sugden.

## 2 WELCOME

The Chair welcomed everyone to the Meeting including visitors in the Public Gallery.

## 3 DECLARATIONS OF INTEREST

Councillor Harding declared an interest in Application C/2014/0486/F as a Member of Royal Portrush Golf Club.

## 4 PLANNING SYSTEM - CAUSEWAY COAST AND GLENS DISTRICT COUNCIL

As this was the last Planning Committee Meeting of Coleraine Borough Council Mr Mathers explained how deferred applications would be taken forward.

He explained that office meetings would be held in the Planning Office and that only one meeting would be afforded to applicants/objectors. Members were advised also that the applications would then be decided by Planning Officers unless they met the criteria for referral back to Causeway Coast and Glens Planning Committee.

## 5 PLANNING CONSULTATION

A list of twenty-two applications was presented for consideration (previously supplied).

### 5.1 Applications Deferred from Previous Meeting

**Application D1 C/2014/0213/O** Proposed site of replacement dwelling and garage 425m north of No 151 Craigmores Road, Ringsend for Mr C Mullan.

The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of Councillor Loftus and seconded by Alderman Hickey, five Members voting in favour and no one voting against, that in the event of an appeal Council support an approval.

**Application D2 C/2014/0359/O** Farm dwelling and detached garage approximately 70m south east of 24 Ballymacrea Road, Portrush for Mr G Henry.

The opinion of Planning Service was to approve.

**Agreed:** That the application be approved.

**Application D3 C/2014/0371/O** Proposed site for off-site replacement dwelling and detached garage approximately 470m south of 138 Cloyfin Road, Coleraine for Mr and Mrs R McAllister.

The opinion of Planning Service was to refuse.

**Agreed:** That the application be refused.

**Application D4 C/2014/0420** 5.9 x 1.77m canvas banner sign mounted on fence at Knockantern Filling Station, 40 Newbridge Road, Coleraine for Mr M Bell.

The opinion of the Planning Service was to refuse.

**Agreed:** That the application be refused.

## 5.2 New Applications

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

**Application No C/2014/0171/F** Proposed alterations to approved site layout and private streets determination – C/2007/0522/F and C/2011/0539/F, incorporating change of house types for 13 no dwellings at 93 and 95 Strand Road, Coleraine (Site Nos 29, 34-39, 44-49) for Northbrook Business Park Ltd.

The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of Councillor Alexander 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/2014/0407/F** PVC windows, doors, fascias, soffits, rainwater goods, rear back door/staircase, provision of window and balcony (amended drawings No 01c and 02a received 27 January 2015) at 9 Millbank Avenue, Portstewart for Mr and Mrs B Morrow.

The opinion of the Planning Service was to approve.

**Agreed:** On the proposal of Councillor Fielding and seconded by Alderman 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.

**Application No C/2014/0416/F** A single 250kw wind turbine with a tower height of 30m and a blade length of 16.5m 313m north of 88 Ballyrashane Road, Coleraine for Mr and Mrs McClure.

The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of The Mayor and seconded by Councillor Craig that the application be deferred to the end of July to facilitate a survey to be carried out in relation to the impact of the proposed development on bats.

**Application C/2014/0431/F** Proposed first floor balcony to front of dwelling at 15A Ballygelagh Village, Portstewart for Mr R Nicholl.



The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of Councillor Alexander and seconded by Alderman Hickey 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 C/2014/0434/F** Proposed increase in height to existing rear boundary wall of existing dwelling at 4 O'Hara Drive, Portstewart for Ms B Keatley.

The opinion of the Planning Service was to approve.

**Agreed:** On the proposal of Alderman Hickey 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 C/2014/0444/F** Proposed alterations and extensions to provide additional sleeping and living accommodation, garage and balcony area at 10 Prospect Avenue, Portstewart for Old Quarry.

The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of Councillor Loftus and seconded by Alderman Hickey that the application be held for two weeks to facilitate the consideration of amended proposals and neighbour re-notification.

**Application C/2014/0456/F** A single 250kw wind turbine with a tower height of 40m and a blade length of 19.5m approximately 445m south west of 140 Castleroe Road, Coleraine for Mr McWilliams.

The opinion of the Planning Service was to refuse.

**Agreed:** On the proposal of The Mayor and seconded by Councillor Loftus that the application be held for one month to facilitate the provision of additional information.

**Application C/2014/0486/F** Proposed modifications to Royal Portrush Golf Club to include new holes on its Dunluce, Valley and Skerries courses, adjustments to existing holes, new plant and machinery compound, new service road accesses, extension to existing service road network and associated infrastructure at Royal Portrush Golf Club and environs, Dunluce Road, Portrush for R and A Championships Ltd.

The opinion of the Planning Service was to approve.

**Agreed:** That Council support the opinion to approve and that Councillor Harding arrange a meeting between R and A Championships Ltd and the objector.

**Application C/2014/0488/F** Renewal of development as approved under planning permissions C/2008/0946/O and C/2012/0218/RM for proposed 21 bed boutique hotel with associated facilities, car parking and landscaped amenity on lands appurtenant to Sweeneys Wine Bar, Bayhead Road, Portballintrae for Mr Sweeney.

The opinion of the Planning Service was to approve.

**Agreed:** On the proposal of Alderman Hickey 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.

Councillor Knight-McQuillan left the Meeting.

**Application C/2014/0505/F** Proposed extension to an existing balcony to create a lowered roof terrace and glass balustrade at 6 Craig Vara Terrace, Portrush for Mr Scullion.

The opinion of the Planning Service was to refuse.

Consideration was given to email dated 25 January 2015 from Ken and Alyson Woods (previously supplied).

**Agreed:** On the proposal of Councillor Fielding and seconded by Alderman Hickey that Council support the refusal.

## **6 OFFICE MEETINGS**

It was noted that the Planning Service would arrange a date for the Office Meetings and would notify the Agents.

## **7 GENERAL PLANNING ISSUES**

### **7.1 Millbank Avenue, Portstewart**

Alderman Hickey referred to BT lines being erected at Millbank Avenue, Portstewart and the proliferation of poles in the area.

Mr Mathers would investigate the matter and respond to Alderman Hickey directly.

## **8 CORRESPONDENCE**

There was no correspondence.

## **9 ANY OTHER BUSINESS**

There was no other business.

## **10 CHAIR'S BUSINESS**

The Chair referred to this being the last Planning Meeting for Coleraine Borough Council and thanked everyone for their support over the last ten months. He also mentioned the loss of valued Members – The Deputy Mayor, Aldermen Creelman and Fielding, Councillors Alexander, Archibald, Barbour, Craig and Sugden - who would be leaving at 31 March 2015.

Thanks were also expressed to the Democratic Services Manager and the Administrative Assistant for their work over the years. Councillor Alexander presented both officers with gifts after which thanks were extended.

Mr Mathers, on behalf of the Planning Service, thanked Members for the good relationship that existed and wished everyone well for the future.