

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 03rd April 2025
Time : 10 am
Venue : The St Helena Community College, Jamestown

Present:

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

Apologies:

Miss Mandy Peters	Member
Mr Gerald Yon	Member
Mr Gavin George	Member
Mr Ronald Scanes	Member (Sick)

Also in attendance:

Three members of the public, including Applicants.

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance with a welcome back to Mr Lawson Henry, Deputy Chair from overseas medical.

2. Declarations of Interest

Deputy Chair, Mr Lawson Henry declared his interest in respect of Application 2025/12. Although the Application was received from the Royal St Helena Police Service, SHG it was C/o Garry Henry to which the Member is related. The Chair expressed concern about the inability to proceed due

to only two members being present that did not meet the required quorum for decision making. It was decided to defer Application 2025/12 until a full membership was present.

3. Confirmation of Minutes of 18 March 2025

The minutes of 18 March 2025 were confirmed and signed by the Chairperson as a true record of the meeting.

4. Matters Arising from Minutes of 18 March 2025

Application 2024/13 – Installation of Fence (Retrospective Application) – the Coffee Shop, Jamestown: Jill Bolton

The CPO advised that the Appeal Case Statement is due by Friday, 11 April.

Top part of the wall at the Jamestown Swimming Pool

The SPO advised that he would need to consult with the Chief Building Inspector and was awaiting the return of the CPO for a meeting with both persons. The SPO to update the Authority at its meeting on 1 May 2025.

ACTION: SPO

Unauthorised Development – Clayton Vanguard, Sandy Bay

The SPO advised that Mr Clayton Vanguard had been in contact and he (SPO) is now awaiting proof of payment for the Application to be progressed.

ACTION: SPO

Unauthorised Development – Adrian John, Terrace Knoll

The SPO advised that nothing had been received from Mr Adrian John. Mr John would now be given two weeks to provide the details as requested. If nothing is forthcoming within the two weeks, an Enforcement Notice would be prepared and issued.

ACTION: CPO, Ag

Application 2024/57 – Installation of Draped Mesh Netting – Side Path Road: Capital Programme Section, SHG

At the meeting of 13th February 2025, it was noted that the Decision Notice had been issued. The CPO, Ag advised that the Applicant had been given six months from the date of the Decision Notice to implement. The Applicant to provide details on the sample of the material to be used – the exact colour of brown and specifications as to the durability of the drape netting. This had not yet been forthcoming. A reminder would be sent.

ACTION: SPO

Application 2024/48 – Construction of Water Storage Tank adjacent to Cason’s Car Park, Blue Hill: Connect St Helena Ltd

The Application was supported and was referred to GiC for final determination. A decision is awaited.

Application 2025/01 – Retention of Electrical Box Installation – Former PWSD Store, Grand Parade, Jamestown: Property Division, SHG

The CPO, Ag advised that the Application had now been withdrawn. The Electrical Box was being disconnected. No further action required.

Application 2025/08 – Replacement Fountain – Castle Gardens, Jamestown: Property Division, SHG, C/o Gina Henry

The Application was deferred from the meeting of 18 March 2025 as it was felt there was insufficient details to enable a decision to be made. To be followed up with Property Division.

ACTION: CPO/SPO

Yellow Tape

One Member highlighted that there was a lot of yellow tape around the island that spoils the look of the countryside. The SPO undertook to ascertain what Portfolio is responsible for this and inform the Member accordingly and if the Member so wished, could take the matter up with the Portfolio concerned.

ACTION: SPO

5. Building Control Activities

Members were provided with a paper on the activities for the month of March 2025 for their information. This was noted with a comment made in that there was an error with the year 2024 that should read 2025.

6. Current Planning Applications

Members were provided with an updated report on current applications. It was noted that there were 7 Applications awaiting determination: 2 awaiting Governor-in-Council decision, 3 to be assessed and 2 was in the advertising period.

7. Applications for LDCA Determination

Application 2025/07 – Creation of Garden Grounds by Excavation and Extending a Terrace – Wood Cot, Alarm Forest: W A Thorpe & Sons Ltd, C/o Henry Thorpe

The PO presented, giving an outline of the application with a recommendation for approval subject to five conditions as listed in the Handling Report.

The Plot is located within the grounds of Wood Cot, Alarm Forest where it is designated within the Green Heartland Zone and has no Conservation Area restrictions.

The proposal includes the creation of Garden Grounds by excavating 682m² area that is currently a sloped hillside. The aim is to improve water retention and reduce erosion thus making the land suitable for vegetable cultivation.

Previous attempts to establish Garden Grounds on the site failed due to water runoff issues that affected conservation efforts. The proposal aims to address the concerns by improving land usability and productivity.

The Applicant (Mr Henry Thorpe) who was given permission to speak, decided not to as he felt everything was reported upon in the Planning Officer's presentation.

The Authority did not have any issues or concerns and approved the Application.

Resolution: The Application for creation of Garden Grounds by Excavation and Extending a Terrace was approved with conditions as outlined in the Handling Report. Decision Notice to issue.

Application 2025/09 – Construction of a three Metre High Gabion Wall – near Young's Valley, St Paul's: Delray McDaniel

The SPO presented, giving an outline of the application with a recommendation for approval subject to two conditions as listed in the Handling Report.

The plot is located near Young's Valley, St Paul's where it is designated within the Intermediate Zone and has no Conservation Area restrictions.

The SPO gave some planning history relating to the Application.

The Application is to remove a section of fill material above the existing Access Road and Construct a Gabion Wall that would span a maximum of 10 metres in length and 3 metres in height. This would be to ensure the worst of the loose material at risk of falling would be removed and retained that would provide a more effective solution than what was approved previously.

In considering, the Authority noted that the implementation of the development would be within six months from the date of the Decision Notice and wondered whether that time

period was too long. However, taking into consideration weather conditions, it was decided that six months would be an acceptable time for completion. It was noted that the development would sit on neighbouring property but the the neighbour was aware of the situation. A question was asked however if there would be any safety barriers, the SPO advised that this was not included in the Application.

Resolution: The Application for Construction of a three Metre high Gabion Wall was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/11 – Installation of two CCTV Cameras – Post Office Building back Yard, Jamestown: Post & Customer Services Centre, SHG, C/o Alan Bennett

The PO presented, giving an outline of the application with a recommendation for approval subject to four conditions as listed in the Handling Report.

The site is at the back Yard of the Post Office Buildings, Jamestown and is designated within the Intermediate Zone and Jamestown Historic Conservation area. The Building is Grade II Listed Building.

The Application is to install two CCTV Cameras to be positioned at two different locations, one on the external Wall of the entrance to the Mail Sorting Office at the rear of the Post Office and one to the external south facing wall of the Waste Management Office Building located at the Car park at the rear of the Post Office Buildings.

The dimensions of the CCTV Cameras are specified as having a height of 7 cms and a diameter of 14.9 cms.

During the consultation process, Connect St Helena Ltd reported that there were underground cables that might be affected by the installation that indicated a need for clearance before proceeding.

In considering, the Authority indicated that the development affecting historic structures must enhance and protect the character of the area and the proposal should be reviewed to ensure it do not negatively impact the historic character of the area.

There was uncertainty regarding the exact locations of the Cameras and whether the bridges would be positioned nearby that raised concerns on the effectiveness of the installation. The Authority felt that further details would need to be provided regarding the camera placements and its connections.

The Authority decided however to approve the Application subject to the PO acquiring additional details on the fixings locations. The details should be sent to the Authority before a Decision Notice is issued.

Resolution: The Application for Installation of two CCTV Cameras was approved with conditions as outlined in the Handling Report subject to the PO acquiring the additional details. Decision Notice to issue once the details have been received and supported by the Authority.

Application 2025/12 – Permanent Siting of a 20ft Container for storage purposes – Firing Range, Cox’s Battery: Royal St Helena Police Service, SHG, C/o Garry Henry

It was agreed to defer the discussion on this item due to a declared interest from a Member of the Authority and the meeting would not be quorate.

8. Strategic Planning Matters

Jamestown Conservation Management Plan (JCMP)

The CPO would review notes and report back at the next meeting.

Land Development Control Plan Review

The CPO was off island for a period of three weeks but it was expected that the LDCP would undergo three rounds of public consultation.

ACTION: CPO

9. Any Other Business

None.

10. Next Meeting

The next meeting would be held on Thursday, 01st May 2025.

There being no further business to discuss, the Chairperson thanked members for their attendance and the meeting closed at 11.00 hrs.

Chairperson to the LDCA

Date