Lisburn & Castlereagh City Council

Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL

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www.lisburncastlereagh.gov.uk

September 2nd, 2026

Chairman : Councillor D Bassett

Vice Chairman : Alderman J Tinsley

Aldermen : O Gawith, M Gregg and A Grehan

Councillors : S Burns, P Catney, D J Craig, J Laverty BEM, A Martin and N Trimble

Notice of Meeting

A meeting of the Planning Committee will be held on **Monday, 7th September 2026** at **10:00 am**, in the **Council Chamber and Remote Locations** for the transaction of business on the undernoted Agenda.

David Burns
Chief Executive

Lisburn & Castlereagh City Council

Committee:	Planning Committee
Date:	7 September 2026
Report from:	Head of Planning and Capital Development

Item for:	Decision
Subject:	Item 4 – Pre-application Notice (PAN) for a proposed holiday park and associated ancillary works on lands adjacent to and west of 156,158 and 160 Ballyskeagh Road and 12 to 18 The Hermitage Drumbeg

1.0 **Background**

1. Section 27 of the Planning Act (Northern Ireland) 2011 requires a prospective applicant, prior to submitting a major application, to give notice to the appropriate Council that an application for planning permission is to be submitted.

Key Issues

2. Section 27 (4) of the Planning Act (Northern Ireland) 2011 stipulates what information a PAN must contain. The attached report sets out how the requirement of the legislation and associated guidance has been considered as part of the submission.

3. Section 27(5) of the Planning Act (Northern Ireland) 2011 also stipulates that regulations may require that the PAN be given to persons specified in the regulations and prescribe (i)the persons who are to be consulted as respects a proposed application, and (ii)the form that consultation is to take.

4. It is stated in the Planning (Development Management) Regulations (Northern Ireland) 2015 as amended by the Planning (Miscellaneous Amendments) Regulations (Northern Ireland) 2025 that the prospective applicant must:

   a) hold at least one public event in the locality in which the proposed development is situated where members of the public may make comments to the prospective applicant as regards the proposed development; maintain a website to display details of the proposed development and facilitate comments from members of the public relating to the proposed development; and

   b) publish in a newspaper circulating in the locality in which the proposed development is situated a notice containing (i)a description of, and the location of, the proposed development, (ii)details as to where further information may be obtained concerning the proposed development, (iii)the date, time and place of the public event, (iv)a statement explaining how, and by when, persons wishing to make comments to the prospective applicant relating to the proposal may do so, (v)a statement that comments made to the prospective applicant are not representations to the council or as the case may be the Department and if the prospective applicant submits an application there will be an opportunity to make representations on that application to the council or as the case may be the Department at a later

	stage, (vi) details of the website maintained in accordance with 2(a), and (vii) the period of time to display details of the proposed development on the website.	
2.0	**Recommendation** It is recommended that Members note the information on the content of the Pre-Application Notice attached and agree that it is submitted in accordance with the relevant sections of the legislation and related guidance.	
3.0	**Finance and Resource Implications** There are no finance and resource implications.	
4.0	**Equality/Good Relations and Rural Needs Impact Assessments**	
4.1	Has an equality and good relations screening been carried out?	No
4.2	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out This is a report in relation to the serving of a Pre-Application Notice on the Council in relation to a major application. EQIA is not required.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out. This is a report in relation to the serving of a Pre-Application Notice on the Council in relation to a major application. RNIA is not required.	

Appendices:	**Appendix 4(a)** - Report in relation to LA05/2026/0608/PAN **Appendix 4(b)** – LA05/2026/0608/PAN – PAN Form **Appendix 4(c)** – LA05/2026/0608/PAN – Site Location Plan

Lisburn & Castlereagh City Council

Council/Committee	Planning Committee
Date of Meeting	7 September 2026
Responsible Officer	Conor Hughes
Date of Report	19 August 2026
File Reference	LA05/2026/0608/PAN
Legislation	Section 27 of the Planning Act (Northern Ireland) 2011
Subject	Pre-Application Notice (PAN)
Attachments	PAN Form and Site Location Plan

Purpose of the Report

1. The purpose of this report is to advise Members of receipt of a pre-application Notice (PAN) from Gill Hall Farm for a proposed holiday park and associated ancillary works on lands adjacent to and west of 156, 158 and 160 Ballyskeagh Road and 12 to 18 The Hermitage, Drumbeg.

Background Detail

2. Section 27 of the Planning Act (Northern Ireland) 2011 requires that a prospective applicant, prior to submitting a major application must give notice to the appropriate council that an application for planning permission for the development is to be submitted.

3. It is stipulated that there must be at least 12 weeks between the applicant giving the notice (through the PAN) and submitting any such application.

4. The PAN for the above-described development was received on 24 July 2026. The earliest possible date for the submission of a planning application is week commencing 19 October 2026.

Consideration of PAN Detail

5. Section 27 (4) stipulates that the PAN must contain:

   A description in general terms of the development to be carried out.

6. The description associated with the FORM PAN1 is as described above.

7. Having regard to the relevant section of the legislation and bullet point 1 of paragraph 2.4 of Development Management Practice Note 10, it is considered that an adequate description of the proposed development has been provided.

The postal address of the site, (if it has one).

8. The postal address identified on the FORM PAN1 is as described above.

9. Having regard to the relevant section of the legislation and bullet point 2 of paragraph 2.4 of Development Management Practice Note 10, it is accepted that an adequate description of the location has been provided.

A plan showing the outline of the site at which the development is to be carried out and sufficient to identify that site.

10. Having regard to the relevant section of the legislation and bullet point 3 of paragraph 2.4 of Development Management Practice Note 10, it is accepted that a site location plan with the extent of the site outlined in red and submitted with the PAN form is sufficient to identify the extent of the site.

Details of how the prospective applicant may be contacted and corresponded with.

11. Having regard to the relevant section of the legislation and bullet point 4 of paragraph 2.4 of Development Management Practice Note 10 it is noted that the FORM PAN1 as amended and associated covering letter includes details of how the prospective applicant may be contacted and corresponded with.

12. The Form PAN1 includes the name and address of the agent. Any person wishing to make comments on the proposals or obtain further information can contact the agent Bell Rolston, The Corner House, 183-185 Ballyclare Road, Newtownabbey.

13. In addition to the matters listed above, regulation 4 of the Planning (Development Management) Regulations (Northern Ireland) 2015 sets out that a PAN must also contain the following.

A copy (where applicable) of any determination made under Regulation 7 (1)(a) of the Planning (Environmental Impact Assessment) Regulations (Northern Ireland) 2015 in relation to the development to which the proposal of application notice relates.

14. Having regard to the relevant section of the legislation and bullet point 1 of paragraph 2.5 of Development Management Practice Note 10 that the FORM PAN 1 indicates that no environmental impact assessment determination has been made.

15. It is accepted that this reference is made without prejudice to any future determination being made or the applicant volunteering an Environmental Statement.

A copy of any notice served by the Department under Section 26(4) or (6) i.e. confirmation (or not) of the Department's jurisdiction on regionally significant developments.

16. Having regard to the relevant section of the legislation and bullet point 2 of paragraph 2.5 of Development Management Practice Note 10 it is considered that the form of development proposed is not specified in the Planning (Development Management) Regulations (Northern Ireland) 2015 as a major development (i.e. regionally significant) prescribed for the purpose of section 26 (1) of the Planning Act (Northern Ireland) 2011 and it is noted that consultation with the Department has not taken place.

An account of what consultation the prospective applicant proposes to undertake, when such consultation is to take place, with whom and what form it will take.

17. Having regard to the relevant section of the legislation and bullet point 3 of paragraph 2.5 of Development Management Practice Note 10 the account of what consultation the prospective applicant proposes to undertake, when such consultation is to take place, with whom and what form it will take has been provided.

The PAN form indicates that a public consultation event fully staffed will take place between 4pm and 7pm on Monday 6 October 2026. The venue identified on the PAN form is Lagan Valley Leisureplex, 18 Lisburn Leisure Park, Lisburn.

The event will be published in the Belfast Telegraph starting on 22 September 2026. The information will be uploaded to the Bell Rolston website (bellrolston.com) on 6th October 2026 and will remain there for 28 days.

A notification letter will issue to all properties within 50metres of the site boundary. Information relating to the proposed development will be available to view online at www.ballypitmave.com/community-consultation .

A copy of the Notice has also issued to Elected Members of the DEA and others as identified on the PAN form on 18 August 2026.

Recommendation

18. In consideration of the detail submitted with the Pre-Application Notice (PAN) in respect of community consultation, it is recommended that the Committee agrees the information is submitted in accordance with the legislation and related guidance.

Lisburn & Castlereagh City Council

www.lisburncastlereagh.gov.uk/resident/planning
Lisburn & Castlereagh City Council, Civic Headquarters, Lagan Valley Island, Lisburn, BT27 4RL
Tel: 028 9244 7300
E-mail: planning@lisburncastlereagh.gov.uk

Proposal of application notice

Planning Act (Northern Ireland) 2011

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Details

Name/Company

Title

First name

Gill Hall

Surname

Farm

Company Name

Address

Address line 1

Villawood Road

Address line 2

Address line 3

Town/City

Dromore

BT25 1LQ

Country

Northern Ireland

Contact Details

Telephone number

Mobile number

Email address

Agent Details

Name/Company

Company / Organisation

bell | rolston

Title

First name

Lauren

Surname

Coulter

Address

Address line 1

The Corner House

Address line 2

183 - 185 Ballyclare Road

Address line 3

Town/City

Newtownabbey

Postcode

BT36 5JP

Northern Ireland

Contact Details

Telephone number

Mobile number

07754926452

Email address

lauren@bellrolston.com

Ref no.

POR1016

Site Address

Disclaimer: Recommendations can only be based on the answers given to the questions.

If you cannot provide a postcode, then further details must be provided below for 'Description of site location' by providing the most accurate site description you can in order to help locate the site.

Number

Suffix

Property Name

Address Line 1

Lands at Ballyskeagh Road, Drumbeg

Address Line 2

Town/city

Postcode

Description of site location (only complete if postcode is not known)

Description

Lands at Ballyskeagh Road, Drumbeg; adjacent / west of nos. 156,158, and 160 Ballyskeagh Road and nos. 12 - 18 The Hermitage

Easting co-ordinates (x)

330249

366807

Site Area

What is the area of the site?

6.4 Hectares

Please note - due to the size of site area this application may also be subject to the completion of an Environmental Impact Assessment report (EIA).

Please give a concise and accurate description of all elements of the proposed development that requires consent, including the purpose for which the land / buildings are to be used. Provide details of all buildings proposed and any ancillary works including access arrangements associated with the proposal. Please also include details of any demolition if the site falls within a designated area.

Description of Proposed Development

Please give a brief description of the proposed development

Proposed holiday park and all ancillary works

Please indicate what type of application is being requested

- [x] Outline permission
- [ ] Full permission

Floorspace Summary

Does the proposal include floorspace?

- [x] Yes
- [ ] No

What is the total gross floor space of proposed development (sq m)?

2500

Renewable Energy

Does your proposal involve renewable energy development?

- [ ] Yes
- [x] No

Determinations

Has a determination been made as to whether the proposed development would be of Regional Significance?

- [ ] Yes
- [x] No

Has an Environmental Impact Assessment determination previously been made?

- [ ] Yes
- [x] No

Details of Proposed Consultation

Please add separate details for each proposed consultation

Proposed public event: Consultation drop-in event to include number of large boards setting out proposal from 4pm - 7pm
Venue: Lagan Valley Leisureplex, 18 Lisburn Leisure Park, Lisburn, BT28 1LP
Date and time: 06/10/2026 16:00

Please add separate details for each publication used for the above consultation

Publication

Name of publication Belfast Telegraph
Proposed advert date start 22/09/2026
Proposed advert date finish 22/09/2026

Please specify details of any website and any other consultation methods including distance from site for notifying neighbouring properties (e.g. 100m, 200m etc.) and method of notification (please include date, time and with whom)

Written invitation to the pre-application community consultation event will be issued to properties within 50m of the site during the week commencing 21st September 2026.

Details of any other publicity methods (e.g. leaflets, posters)

The consultation event information will be uploaded to the Bell Rolston website (bellrolston.com) on 6th October 2026 and will remain there for 28 days.

Details of Other Parties Receiving a copy of this PAN

Are there any other parties receiving a copy of this PAN?

◉ Yes ○ No

Please state which other parties have received a copy of this Proposal of Application Notice

Details for elected member(s) for District Electoral Area

Elected member(s) for District Electoral Area:
Downshire East DEA: Alderman James Baird; Cllr Kurtis Dickson; Cllr Andrew Gowan; Cllr Uel Mackin; Alderman Aaron McIntyre

Date notice served:
18/08/2026

Details for Other Parties

Authority Employee/Member

Are you/the applicant/applicant's spouse or partner, a member of staff within the council or an elected member of the council?

○ Yes
◉ No

he council or an elected member of the council or their spouse or partner?

◯ Yes
⊘ No

It is an important principle of decision-making that the process is open and transparent.

Declaration

The information I / We have given is correct and complete to the best of my knowledge and belief.

☑ I / We agree to the outlined declaration

Signed

Lauren Coulter

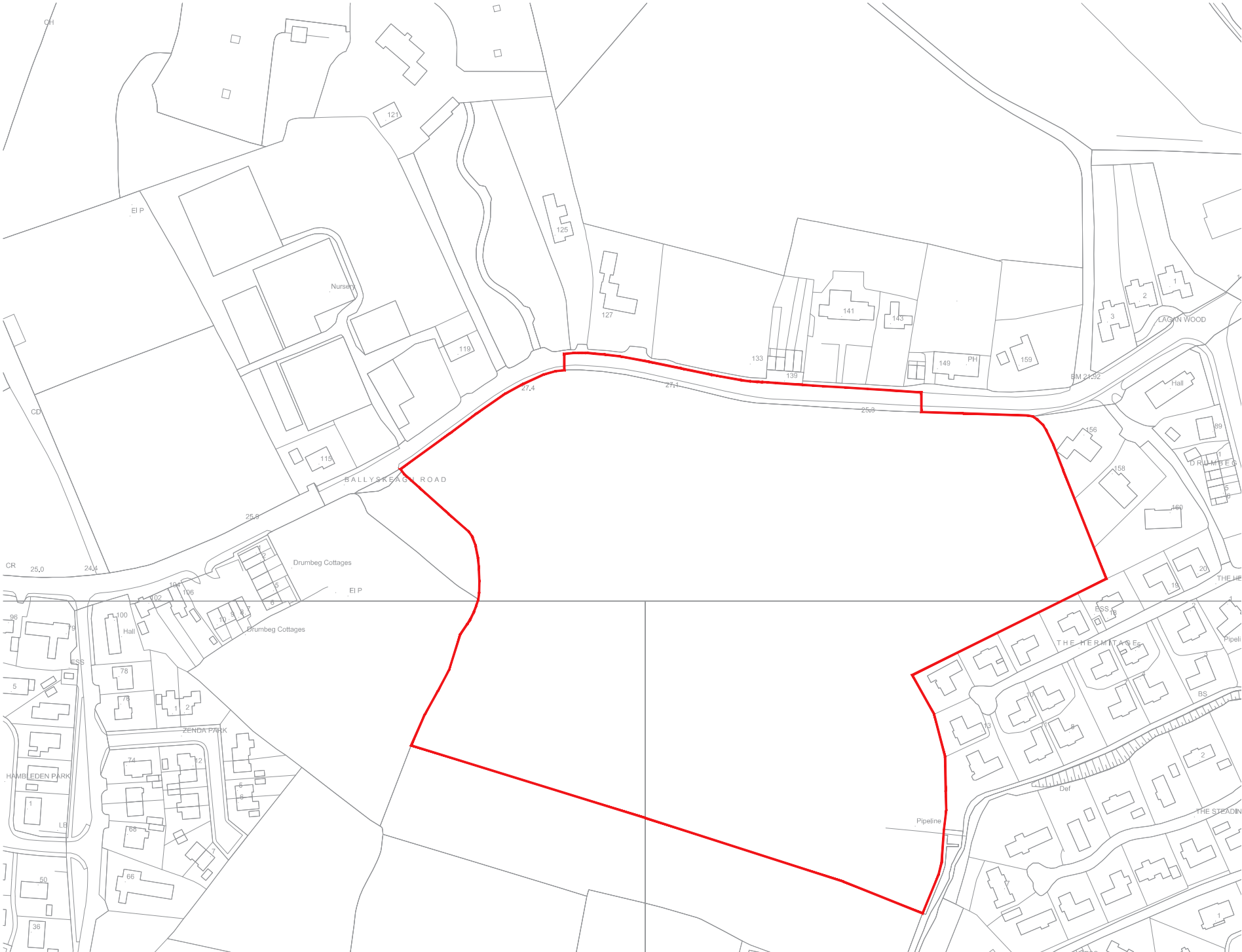
Date 28/07/2026

Amendments Summary

Amended newspaper advert

This information may be shared with other departments within the authority for the purposes of promoting investment. Please indicate by ticking the box below that you are providing your personal data on the basis of consent and are positively agreeing that it is shared with these departments and used for the purpose described, who may contact you and consider tailored support to meet your needs. Please note that availing of this service will have no influence on the planning process or the likelihood of you receiving planning permission.

☐ **I consent for my personal data to be shared with other departments within the authority**


BALLYSKEAGH ROAD
Nursery
Drumbeg Cottages
Drumbeg Cottages
Hall
ZENDA PARK
HAMBLEDEN PARK
LAGAN WOOD
Hall
DRUMBEG
THE HERMITAGES
Pipeline
Def
BS
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CR
EIP
CD
OH
PH
BM 21.32
25.8
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