



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

Friday 24<sup>th</sup> July 2020

To: All Members of the Planning & Highways Committee:  
Councillors Rosser (Chair), Williams (Vice-Chair), Herschy, Parris, Preece,  
Rumsey and Thomas.  
(Copies to other Councillors for information)

#### NOTICE OF MEETING

You are hereby summoned to attend an **extraordinary meeting** of the Planning & Highways Committee to be held on **Monday 29<sup>th</sup> July 2020 commencing at 19:00 hours** via 'Zoom' on the following dedicated link:

**Meeting ID:** 816 1651 0744

Press and public are cordially invited to attend. Those wishing to join the meeting should contact the clerk on [townclerk@leominstertowncouncil.gov.uk](mailto:townclerk@leominstertowncouncil.gov.uk) in advance for the meeting password.

Julie Debbage  
TOWN CLERK

#### AGENDA

- 1. APOLOGIES FOR ABSENCE**  
Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.
- 2. DECLARATIONS OF INTEREST**  
Under the Localism Act 2011 (sections 26-37 and Schedule 4), and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.
- 3. HEREFORDSHIRE COUNCIL MEMBERS**  
To consider resolving that the participation of those Town Councillors who are also members of Herefordshire Council in both the debate and any subsequent vote on matters contained in this agenda is on the basis that the views expressed are preliminary views taking account of the information currently available to the Town Council and that County



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Councillors reserve their final views on all applications until they are in full possession of all relevant information both for and against.

**4. REQUESTS FOR DISPENSATIONS**

To consider requests for dispensations (must be notified in writing).

**5. QUESTIONS FROM THE PUBLIC (maximum 15 minutes)**

To receive questions and statements from members of the public as provided for in Standing Orders.

**6. MINUTES OF PREVIOUS MEETING**

To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 13th July 2020.

**7. PLANNING**

**(a) Planning applications** – The following applications have been received from the Planning Authority and require comment:

**APPLICATION NO & SITE ADDRESS:**

Planning Consultation - 202042 - 40a Broad Street, Leominster, Herefordshire, HR6 8BS

**DESCRIPTION:**

T1 - Spruce tree - Fell/dismantle to ground level. T2 - Holly tree - Fell. T3 - Silver Birch tree - Fell. T4 - Ash tree - Fell/dismantle to ground level.

**APPLICANT(S):**

Mr Keith Edmonds

**GRID REF:**

OS 349675, 259273

**APPLICATION TYPE:**

Works to Trees in a Conservation Area

**WEBSITE LINK:**

<http://www.herefordshire.gov.uk/searchplanningapplications>

**APPLICATION NO & SITE ADDRESS:**

Planning Consultation - 201970 - Flat 2, 14 Church Street, Leominster, Herefordshire, HR6 8NQ

**DESCRIPTION:**

Proposed replacement of a timber bay window to the ground floor flat, at the rear.

**APPLICANT(S):**

Mr Tony Smith

**GRID REF:**

OS 349732, 259144

**APPLICATION TYPE:**

Listed Building Consent

**WEBSITE LINK:**

<http://www.herefordshire.gov.uk/searchplanningapplications>



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**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 201377 - Orchard adjacent to Sunnybank, Cholstrey, Leominster, Herefordshire HR6 9AN

**DESCRIPTION:** Proposed widening of an existing access and improvements to drainage arrangements by using a 10 inch concrete drain pipe.

**APPLICANT(S):** Mrs Claire Beddoes

**GRID REF:** OS 346838, 259235

**APPLICATION TYPE:** Planning Permission

**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 202086 - The Waltons, Ginhall Lane, Leominster, Herefordshire, HR6 9AH

**DESCRIPTION:** Proposed ground floor extension

**APPLICANT(S):** Mr & Mrs P Davies

**GRID REF:** OS 347792, 259437

**APPLICATION TYPE:** Full Householder

**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>

#### 8. DECISIONS

The following planning decisions had been received from Herefordshire Council.

##### Leominster East

**Number:** P193872/F

**Current status:** Determination Made

**Decision:** Refused

**Type:** Planning Permission

**Location:** 6 Corn Square Leominster Herefordshire

**Proposal:** Change of use of existing office suites to form 2 no. 2 bedroom apartments.

**Comment:** No objection subject to the comments submitted by the Conservation Officer being addressed.

##### Leominster East

**Number:** P193873/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** 6 Corn Square Leominster Herefordshire

**Proposal:** Change of use of existing office suites to form 2 no. 2 bedroom apartments

**Comment:** No objection subject to the comments submitted by the Conservation Officer being addressed



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#### **Leominster East**

**Number:** P201191/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** Broadward Lodge Broadward Leominster Herefordshire HR6 8QG

**Proposal:** Proposed replacement windows and door together with replacement of defective conservatory roof.

**Comment:** No Objection

#### **Leominster North & Rural**

**Number:** P200642/F

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Planning Permission

**Location:** 31 Bridge Street Leominster Herefordshire HR6 8DU

**Proposal:** Proposed loading bay attached to the existing building

**Comment:** No Objection

#### **Leominster North & Rural**

**Number:** P200920/F

**Current status:** Determination Made

**Decision:** Withdrawn

**Type:** Planning Permission

**Location:** Portley House Leominster Herefordshire HR6 0AA

**Proposal:** Proposed demolition of existing warehouse and provision of compound for self storage units and/or caravans.

**Comment:** No Objection

#### **9. HIGHWAYS AND PARKING MATTERS**

- (a) Highway & Parking Matters** – To consider any parking and highway issues relating to the Parish of Leominster.

#### **10. LICENCING MATTERS**

No licencing applications have been received to consider.

#### **11. DATE OF NEXT MEETING**

The next meeting will be held on Monday 10<sup>th</sup> August 2020 at 7pm either via Zoom or dependent on social distancing restrictions being lifted, in the Council Offices, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 13th July 2020 commencing at 19:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Williams (Vice-Chair), Herschy (19.03), Preece, Rumsey and Thomas.

**OFFICER PRESENT:** Town Clerk.

**PH35/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Parris (Illness).

**PH36/20 DECLARATIONS OF INTEREST**

The following Declaration of Interest was made:

- Cllr. Preece ref. previous application 193458 Agenda item 7(b)

**PH37/20 HEREFORDSHIRE COUNCIL MEMBERS**

There were no Herefordshire Council members in attendance.

**PH38/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

**PH39/20 QUESTIONS FROM THE PUBLIC**

No members of the public were present.

**PH40/20 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 22<sup>nd</sup> June 2020 be agreed and will be signed as a correct record when social distancing restrictions are lifted.

It was requested that the clerk should contact Cllr. John Harrington (Cabinet Member for Infrastructure & Transport) to request an update on the actions allocated from the last meeting and recorded in the minutes PH30/20(b) and PH31/20.

**PH41/20 PLANNING**

(a) **Planning applications** – It was **RESOLVED** to submit the following comments to Herefordshire Council:

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	Planning Re-Consultation - 201564 - South View, 3 Stretfordbury, Stoke Prior, Leominster, Herefordshire HR6 0LP
<b>DESCRIPTION:</b>	Proposed two storey extension.
<b>APPLICANT(S):</b>	Mr & Mrs Graham
<b>GRID REF:</b>	OS 352791, 257906
<b>APPLICATION TYPE:</b>	Full Householder
<b>COMMENT:</b>	No Objection

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 201762 - Hivron, 29 Barons Cross Road, Leominster, Herefordshire, HR6 8RL  
**DESCRIPTION:** Proposed front entrance porch and hallway.  
**APPLICANT(S):** Mr Philip Richards  
**GRID REF:** OS 348562, 258775  
**APPLICATION TYPE:** Full Householder  
**COMMENT:** No Objection

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 201815 - 15 Church Street, Leominster, Herefordshire, HR6 8NE  
**DESCRIPTION:** Proposal to re-roof building, awning and associated works  
**APPLICANT(S):** Ms Jill Hanna  
**GRID REF:** OS 349695, 259144  
**APPLICATION TYPE:** Listed Building Consent  
**COMMENT:** No Objection

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 202136 - Units 15-20, Croft Business Park, Leominster, Herefordshire, HR6 0QF  
**DESCRIPTION:** Application for variation of condition 2 of planning permission. 174167/F (Retrospective application for units 15-20 for B1 use). To extend the date by when footpath shall be cleared of obstruction.  
**APPLICANT(S):** Kingstoke Ltd  
**GRID REF:** OS 350045, 258247  
**APPLICATION TYPE:** Planning Permission  
**COMMENT:** No Objection

- (b) **Affordable Housing Survey** – Following a discussion that included a councillor raising concerns, as a number of people had complained about this matter to him, about the Phosphate issue affecting all development. It was agreed that after reading the document that accompanied the Affordable Housing Survey, that responses should be sent in to the clerk no later than the 1<sup>st</sup> August 2020.
- (c) **Encroachment of garden land onto access** - The complaint about encroachment on the access path between The Meadows and Oldfields Close had been followed up by Cllr. Bartlett and the committee was informed by the clerk that the access path was left when Oldfields Close was built, so that people could still get to the bridge over the river and the local footpaths. It is still currently accessible, though narrow in places and was **RESOLVED** to monitor the situation and take advice about the best course of action if the path becomes obstructed.

#### **PH42/20 DECISIONS**

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting:

### **Leominster South**

**Number:** P200453/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** 1 Bank Court, West Street, Leominster, Herefordshire. HR6 8FE

**Proposal:** Proposed alterations to regularise with permission DCNC2003/1795/L (Retrospective)

**Comment:** No Objection

### **Leominster North & Rural**

**Number:** P200874/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Full Householder

**Location:** The Gables, 110A Bridge Street Leominster HR6 8DZ

**Proposal:** Proposed free standing single storey studio in rear garden, replacing existing workshop/garage

**Comment:** Objection due to size of the replacement building and the Leominster Area Neighbourhood Plan Objective 3. Viii: Discourage infilling of green spaces such as gardens

### **Ref: APP/W1850/C/20/3245115**

Committee noted the **Appeal Decision** received from The Planning Inspectorate regarding Land at Dukes Walk, Leominster, Herefordshire, HR6 8AE. The notice to carry out the requirements has been extended to 9 months due to the recent COVID-19 pandemic.

The requirements of the notice are:

- i. Demolish the pair of semi-detached houses, as shown on the (attached) plan and marked with a cross.
- ii. Remove from the land all building materials and rubble arising from compliance with point (i) above.
- iii. Restore land to former condition before breach took place by levelling the ground and re-seeding with grass.

Cllr. Hershy left the meeting at 19.39 hours.

## **PH43/20 HIGHWAYS AND PARKING MATTERS**

### **(a) Highway and Parking Matters**

- Concerns were raised receiving the Balfour Beatty Street Works and Road Closure list and about the lack of resurfacing work being carried out or scheduled in the Leominster area.
- Cllr. Preece informed the committee that he had received a complaint about the new Welcome sign installed on the Monkland Road as part of the LEADER signage project by Leominster Town Council. Following discussion, it was pointed out that it is in the parish of Leominster and that the old sign had been hit by vehicles several times as it was in an accident cluster site.

- (b) **Cycling and Walking COVID-19 response-** Committee received an update from the clerk regarding the Herefordshire Council Decision.

(c)	Location	Original Proposal Consulted on	Decision
<b>LEOMINSTER</b>			
	Town Centre	20MPH Zone	Proceed
	Town Centre	Timed closure High Street, Corn Square, West St, South St (northern section)	Proceed but reduce area and to no longer include West Street and South Street.
<b>GENERAL</b>			
	All locations		Provide additional signage to encourage social distancing.

The notice of intention for the necessary Temporary Traffic Regulation orders will be published for a period of 7 days, after which the orders will be made. Works on the measures that do not require a TTRO will commence in week beginning the 20<sup>th</sup> July, with the balance of the works following in the next three weeks. An exact date will be published once the necessary arrangements for the works are in place. They will be encouraging the public to feedback using this platform and this will go live once the measures have been implemented. Following discussion, it was requested that the Town Council would ask for a list of responses from Balfour Beatty.

**PH44/20 LICENCING MATTERS**

No licencing applications have been received to consider.

**PH45/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 10<sup>th</sup> August 2020 commencing at 7:00pm either remotely via Zoom or in the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business the meeting closed at 20.03 hours.

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**CHAIR:**

\_\_\_\_\_  
**DATE:**