



# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Tuesday 14<sup>th</sup> May 2019

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

### NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Planning & Highways Committee** to be held on **Monday 20<sup>th</sup> May 2019** commencing at **18:00 hours** in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

Paul Russell  
TOWN CLERK

### AGENDA

1. **ELECTION OF CHAIR**
2. **ELECTION OF VICE CHAIR**
3. **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.
4. **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.
5. **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 Councillors reserve their final views on all applications until they are in full possession of all relevant information both for and against.



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6. **REQUESTS FOR DISPENSATIONS**  
To consider requests for dispensations (must be notified in writing).
7. **QUESTIONS FROM THE PUBLIC (maximum 15 minutes)**  
To receive questions and statements from members of the public as provided for in Standing Orders.
8. **MINUTES OF PREVIOUS MEETING**  
To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 29<sup>th</sup> April 2019.
9. **PLANNING**
  - (a) **Planning applications** – The following applications have been received from the Planning Authority and require comment:

**APPLICATION:** P183702  
**SITE:** Brunswick House, Hereford Road, Leominster, Herefordshire, HR6 8JS  
**DESCRIPTION:** Proposed new build mews house.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=183702&search=183702](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=183702&search=183702)

**APPLICATION:** P191274  
**SITE:** Land fronting Mill Street, The Hop Pole, Leominster, Herefordshire, HR6 8DY  
**DESCRIPTION:** (Reserved Matters) Application for approval of reserved matters following outline approval 170277/O (Proposed site for housing development for up to 6 dwellings).  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=191274&search=191274](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=191274&search=191274)

**APPLICATION:** P191430  
**SITE:** 39 Etnam Street, Leominster, Herefordshire, HR6 8AE  
**DESCRIPTION:** Installation of 1no. illuminated projection sign, 2no. amenity boards & 1no. menu case.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=191430&search=191430](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=191430&search=191430)

**APPLICATION:** P191431  
**SITE:** 39 Etnam Street, Leominster, Herefordshire, HR6 8AE  
**DESCRIPTION:** Listed Building Consent: Installation of 1no. illuminated projection sign, 2no. amenity boards & 1no. menu case.



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**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=191431&search=191431](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191431&search=191431)

**APPLICATION:** P191472  
**SITE:** 9-11 High Street, Leominster, Herefordshire, HR6 8LZ  
**DESCRIPTION:** Replacement of existing fascia, projecting and ATM signage, works to include the preparation and decoration of existing shop front.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=191472&search=191472](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191472&search=191472)

**APPLICATION:** P191473  
**SITE:** 9-11 High Street, Leominster, Herefordshire, HR6 8LZ  
**DESCRIPTION:** New fascia, projecting and ATM signage.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=191473&search=191473](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191473&search=191473)

**APPLICATION:** P191565  
**SITE:** Leominster Nursing And Retirement Home, 44 Bargates, Leominster, Herefordshire, HR6 8EY  
**DESCRIPTION:** Proposed works to Ash/Sycamore (T1) - fell due to the trunk of the tree is being bent causing it to lean.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=191565&search=191565](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191565&search=191565)

#### 10. DECISIONS

To note the following planning decisions that have been received from Herefordshire Council:

**APPLICATION:** P183769  
**SITE:** Southfield, Hereford Road, Leominster  
**DESCRIPTION:** Proposed conversion of detached dwelling into 3 self-contained apartments.  
**COMMENT:** Recommend refusal for the following reasons:

- Concern was expressed that this property was possibly a listed building. It was requested that this be investigated by the Planning Authority;
- The proposal would detract from an important historical building;
- The proposal was out of keeping with neighbouring properties;
- The proposal did not meet the criteria set out in Policy LANP3, Small Scale Housing Development Needs in Leominster.



## LEOMINSTER TOWN COUNCIL

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- DECISION** Approved with conditions
- APPLICATION:** P183910  
**SITE:** The Oast House, Brierley Lane, Brierley HR6 0NT  
**DESCRIPTION:** Application for removal of condition 2 of planning permission 88/0382/N (Alterations and conversion of barn to two dwellings for holiday purposes). To allow The Oast House to be sold as a dwelling house.  
**COMMENT:** Recommend refusal as Committee considered that Condition 2 should remain in place. Concern was expressed that the sale of the property as a dwelling house may have a detrimental effect on the tourism offer in the area.
- DECISION** Approved with conditions
- APPLICATION:** P184577  
**SITE:** LWC Ltd, Southern Avenue, Leominster HR6 0QF  
**DESCRIPTION:** Proposed canopy at rear of site. Canopy to be supported on steel columns and beams with roof clad in profiled steel cladding incorporating GRP roof lights all to match existing steel cladding in colour.  
**COMMENT:** No objection.
- DECISION** Approved with conditions
- APPLICATION:** P190380  
**SITE:** Cheaton Barn, Hay Lane, Leominster HR6 0DQ  
**DESCRIPTION:** Proposed construction of garage, workshop and store. Retrospective use of garden area, outbuilding and access.  
**COMMENT:** No objection.
- DECISION** Approved with conditions
- APPLICATION:** P190445  
**SITE:** 44 Broad Street, Leominster HR6 8BS  
**DESCRIPTION:** Propose to fix an aluminium plaque to front of building.  
**COMMENT:** No objection.
- DECISION** Approved with conditions
- APPLICATION:** P190446  
**SITE:** Eaton Bridge over River Lugg, Leominster.  
**DESCRIPTION:** Propose to fix a name plaque to the centre of the parapet stonework on the north side of bridge.  
**COMMENT:** No objection.
- DECISION** Approved with conditions
- APPLICATION:** P190712  
**SITE:** 14 Ropewalk Avenue, Leominster HR6 8LY



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**DESCRIPTION:** Certificate of Lawfulness – Construction of rear, single storey, lean-to extension to an existing dwelling: 5,727.5mm in length (as per existing house at full width) by 3,937.5mm in width/projection from existing house.

**COMMENT:** No objection

**DECISION** Approved

**APPLICATION:** P190757

**SITE:** Bengry Motors, Southern Avenue Leominster HR6 0QF

**DESCRIPTION:** Alterations to the existing site perimeter to increase parking and vehicle displays with new low fencing boundary treatments.

**COMMENT:** No objection

**DECISION** Approved with conditions

**APPLICATION:** P190989

**SITE:** B And Q, Mill Street, Leominster, HR6 8EF

**DESCRIPTION:** Propose to cut up and remove fallen tree fallen by high winds. Sectional fell similar thin conifer covered in Ivy in same location as fallen one. Dead wood Oak tree on corner of car park as there is a lot of deadwood. Fell Ivy covered small tree. Cut down small dead upright trunk. Sever all Ivy on all trees to ground level in the grass verge. Remove as much Ivy as possible. Chip all waste onto vehicle and remove from site.

**COMMENT:** No objection

**DECISION** Works can proceed

#### 11. HIGHWAYS AND PARKING MATTERS

(a) **The Hum** – To receive an update if available.

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

#### 12. LICENCING MATTERS

At time of publication no licencing applications had been received.

#### 13. DATE OF NEXT MEETING

The next meeting will be held on Monday 10<sup>th</sup> June 2019 at **19:00hrs** in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 29<sup>th</sup> April 2019 commencing at 18:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Preece (Vice-Chair) Bartlett (arrived 6.30pm), Herschy, Rumsey, Thomas and Williams

**ALSO PRESENT:** Ward Cllr Marsh.

**OFFICER PRESENT:** Town Clerk.

### **PH193/18 APOLOGIES FOR ABSENCE**

There were no apologies. Cllr Bartlett had informed the Chair that she would be arriving late.

### **PH194/18 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

### **PH195/18 HEREFORDSHIRE COUNCIL MEMBERS**

Committee **RESOLVED** 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 was on the basis that the views expressed were preliminary views taking account of the information that was currently available to the Town Council and that County Councillors reserved their final views on all applications until they were in full possession of all relevant information both for and against.

### **PH196/18 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

### **PH197/18 QUESTIONS FROM THE PUBLIC**

There were no members of the public present. No matters were raised.

### **PH198/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 1<sup>st</sup> April 2019 be agreed and signed as a correct record.

### **PH199/18 PLANNING APPLICATIONS**

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

**APPLICATION:** P190952

**SITE:** Ivington Park, Ivington, Leominster, HR6 0J

- DESCRIPTION:** Proposed two storey extension linking the main house and adjacent outbuilding to the east (east range). Alterations to main house. Alterations to the east range including removal of external steps. Alterations to outbuilding to the west (west range).
- COMMENT:** No objection provided that the materials used were in keeping and compatible with existing materials, the works to be undertaken adhered to Listed Building regulations and that the comments submitted by PROW be taken into consideration.
- APPLICATION:** P190953  
**SITE:** Ivington Park, Ivington, Leominster, HR6 0J  
**DESCRIPTION:** Listed Building Consent: Proposed two storey extension linking the main house and adjacent outbuilding to the east (east range). Alterations to main house. Alterations to the east range including removal of external steps. Alterations to outbuilding to the west (west range).
- COMMENT:** No objection provided that the materials used were in keeping and compatible with existing materials, the works to be undertaken adhered to Listed Building regulations and that the comments submitted by PROW be taken into consideration.
- APPLICATION:** P190985  
**SITE:** Portna Warden Cottage, Portna Warden Lane, Leominster, Herefordshire, HR6 8RS  
**DESCRIPTION:** Proposed two storey extension.  
**COMMENT:** No objection.
- APPLICATION:** P191098  
**SITE:** 25 Drapers Lane, Leominster HR6 8ND  
**DESCRIPTION:** Proposed change of use of existing residential apartment arranged over first and second floor to two residential apartments (one per floor) including removal of rear bay to ground and first floor.
- COMMENT:** No objection subject to the following:
- That a Habitat Regulations Assessment (HRA) be undertaken as requested by Natural England;
  - That provision is made for the storage of waste;
  - That that cycle parking is to be provided under an external staircase.
- APPLICATION:** P191109  
**SITE:** Annexe, Walnut Tree Cottage, Brierley, Leominster, Herefordshire HR6 0NU  
**DESCRIPTION:** Variation of Conditions 1 and 2 of planning permission 153707 (Variation of Conditions 2 and 3 of planning permission DCN990583/F) - current application to revert the granny annexe to holiday accommodation.

**COMMENT:** Recommend refusal to the proposed variation as the original permission granted was specific in its designation that the annexe should only be used as part of the main dwelling.

**APPLICATION:** P191249

**SITE:** Co-Operative Retail Store, Dishley Street, Leominster, HR6 8PX

**DESCRIPTION:** Crown lift and reduce Ash tree, lift Silver Birch from over front of store and reduce Hornbeam from corner of store.

**COMMENT:** No objection, but request that a survey of the damage to the pavement that runs along Dishley Road be undertaken and appropriate action be taken to repair, make safe and reduce future damage occurring.

**APPLICATION:** P191304

**SITE:** Cygnus House, 3 Black Swan Walk, Leominster

**DESCRIPTION:** Proposed change of use of ground floor shop to tattoo parlour.

**COMMENT:** No objection.

**APPLICATION:** P191306

**SITE:** Garden Cottage, Etnam Street, Leominster HR6 8AE

**DESCRIPTION:** Proposed works to T1- Holly - Low Amenity Value.

**COMMENT:** No objection.

**APPLICATION:** P191029

**SITE:** 63 Caradoc Drive, Leominster, Herefordshire, HR6 8BQ

**DESCRIPTION:** Proposed first floor extension.

**COMMENT:** No objection.

**APPLICATION:** P191405

**SITE:** Highfield House, Leominster, Herefordshire, HR6 8QE

**DESCRIPTION:** Proposed works to Three Horse Chestnut trees along field boundary rear of Highfield House - Horse Chestnut (634, 635 & 636) - Reduce canopies by approx. 3-4m maintaining naturalistic form as much as possible.

**COMMENT:** No objection subject to the views of the local tree officer and that three horse chestnut saplings be planted now so that they will eventually replace the existing trees.

- (b) **Westcroft Update** – Committee noted the concerns raised by local residents with regard to this development including the removal of the two hedges and the incorrect entrance alignment. Following discussion, it was **RESOLVED** to challenge the decision by Planning Enforcement not to take any enforcement action and to request that the hedges that had been removed be replanted using native species. It was also agreed to request that the issues highlighted with the entrance road be investigated.



**PH200/18 DECISIONS**

Committee noted the following decisions by Herefordshire Council:

**APPLICATION:** P183812  
**SITE:** 15 Hereford Road, Leominster HR6 8JS  
**DESCRIPTION:** Proposed alterations and double and single extension to rear of property.  
**COMMENT:** No objection  
**DECISION** Approved with conditions.

**APPLICATION:** P183768  
**SITE:** Southfield, Hereford Road, Leominster  
**DESCRIPTION:** Outline application for up to 7 dwellings and new access.  
**COMMENT:** Recommend refusal for the following reasons:

- Concern was expressed that there were a number of TPOs in the grounds which were to be removed. It was requested that the Planning Authority investigates which trees are protected by TPOs and ensure that they are protected;
- Concern was expressed regarding the proposed highway access;
- The outline proposal was considered to be too high in density and would detract from an important local historic building;
- The proposal did not meet the criteria set out in Policy LANP3, Small Scale Housing Development Needs in Leominster and Policy LANP19, New Build in Leominster.

**DECISION** Withdrawn.

**APPLICATION:** P183927  
**SITE:** Jubilee Building, Victoria Street, Leominster, Herefordshire, HR6 8LP  
**DESCRIPTION:** Proposed apartments.  
**COMMENT:** Recommend refusal for the following reasons:

- The proposal would result in the loss of a prime retail unit sited in the town centre of Leominster;
- The proposal would result in the loss of an iconic shopfront that is integral to the identity and aesthetic of the local retail area;
- The proposal could have a detrimental effect on the existing retail area and its viability;
- The street is often closed for events that take place in Corn Square, which will result in a level of inconvenience for a residential dwelling;
- There is no provision for the storage of waste;
- LANP9 encourages the development of retail, leisure, office, commercial, cultural and tourism in

the town centre rather than on the periphery. This proposal will result in the loss of an important retail unit in the town centre;

- LANP9 does encourage the re-use of upper floors of existing retail units in the town centre for residential use.

**DECISION** Approved with conditions

**PH201/18 HIGHWAYS AND PARKING MATTERS**

- (a) **The Hum** – Committee considered the letter received regarding this matter and **RESOLVED** to submit this to Herefordshire Council requesting that action be taken.
- (b) **Highway & Parking Matters** – Committee noted that white lines in Green Road and Broad Street car park had been included in the 2019/20 Balfour Beatty annual maintenance plan.

Concerns were expressed regarding the continuing issues along Westfield Walk. One option put forward was the creation of a one way system. It was agreed to continue to support the provision of a new Health Hub for Leominster so that the Westfield Walk surgery could be relocated.

**PH202/18 LICENCING MATTERS**

Committee noted that there had been no licencing applications received.

**PH203/18 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 20<sup>th</sup> May 2019 at 18:00hrs in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 6.53pm.

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**CHAIR:**

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