



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Friday 28th June 2019

To: All Members of the Planning & Highways Committee:
Councillors Rosser (Chair), Williams (Vice-Chair), Herschy, Preece, Rumsey
and Thomas.
(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 8th July 2019** commencing at **18:00 hours** in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

Paul Russell
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 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).



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

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 10th June 2019.

7. **PLANNING**

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

APPLICATION: P191722
SITE: Former Emergency Centre, Arkwright Court, Leominster, Herefordshire, HR6 8NF
DESCRIPTION: Proposed conversion of toilet block to one-bedroom flat. Ten mobility scooter stores with charging facilities and a new access to the public footpath. Conversion of redundant nuclear bunker to document storage facility.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191722&search=191722

APPLICATION: P191893
SITE: 14 School Lane, Leominster, HR6 8AA
DESCRIPTION: Change of use from residential flat back into a retail unit (retrospective).
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191893&search=191893

APPLICATION: P191989
SITE: Street Record, Knoakes Lane to C1105, Hyde Ash, Leominster HR6 0JR
DESCRIPTION: Proposed non-material amendment to planning permission 181456/F (Proposed repairing and conversion of existing barns and change of use to form a dwelling. New vehicular access, provision of an access drive and hard standing adjacent to the barns) - Fine tuning of window openings in light of more detailed survey information. Minor alteration to placement of window openings to avoid cutting existing timber frame work. Alterations to internal layout of scheme to suit new owners as the property has recently been sold. Alterations to materials palette to further retain agricultural appearance of building post-conversion.



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

- LINK:** https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191989&search=191989
- APPLICATION:** P191990
SITE: Carpenter Goodwin, 31 Bridge Street, Leominster HR6 8DU
DESCRIPTION: Proposed ground floor extension.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=191990&search=191990
- APPLICATION:** P192047
SITE: Petrol Filling Station, Leominster Service Area, Ludlow Road, Leominster, Herefordshire, HR6 0DQ
DESCRIPTION: Existing canopy to be raised from 3.6m to 5.1m.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=192047&search=192047
- APPLICATION:** P192067
SITE: 1 Townsend Court, Leominster, HR6 8TD
DESCRIPTION: Tree 1. Common Yew is blocking the light to the council lamp post so the light in the lamppost stays on all day. Residents would like to either have the Yew tree sided so the light goes off or bring the height down to the same height as the top of the lamppost. The yew tree is multiple stemmed and has had an obvious crown reduction in the past.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=192067&search=192067
- APPLICATION:** P192130
SITE: 32 Etnam Street, Leominster, HR6 8AQ
DESCRIPTION: Removal, or crown reduction the Ash tree as it is blocking light. The tree roots are also allegedly breaking up No: 30's patio.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=192130&search=192130
- APPLICATION:** P192141
SITE: The Cedars - 3 Minera Gardens, Hereford Terrace, Leominster, Herefordshire, HR6 8N
DESCRIPTION: Retrospective application for car port.



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=192141&search=192141

APPLICATION: P192248

SITE: Land at Ford Bridge, Leominster, HR6 0NZ

DESCRIPTION: Proposed reconductoring of 3 spans of existing 11KV overhead line and upgrade to 3 Phase (3 wires)

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=192248&search=192248

(b) Appeals – The following appeal has been submitted. The appeal will be determined on the basis of **written representations** and a site visit by an Inspector:

APPLICATION: P182023

SITE: Alba, Bargates, Leominster HR6 8EY

DESCRIPTION: Conversion and repairs to an existing building to create a single dwelling house (retrospective).

COMMENT: Recommend refusal of this application for the following reasons:

- Fully support the objections outlined by the Building Conservation Officer regarding the proposed conversion and repairs;
- The materials used to replace the door and windows are not in keeping with a listed building and should be removed;
- It is against Policy LANP18 which requires any development not to have a negative impact on the heritage of the town.

8. DECISIONS

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

APPLICATION: P184556

SITE: Land at Waterworks Lane, Leominster.

DESCRIPTION: The erection of 4no. two-storey 1 Bed houses, 5no. two-storey 2 Bed houses, 1no. two-storey 3 Bed house, 4no. 1 Bed flats and 5no. 2 Bed flats, all with associated access, parking and amenity.

COMMENT: It was **RESOLVED** to fully support this application. It was requested that consideration be given to including a condition to provide some form of traffic calming along the straight section of Waterworks Lane to help reduce the speed of vehicles and to improve the safety of both existing and new residents.

DECISION Approved with Conditions



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

APPLICATION: P190144
SITE: 7 Caradoc Drive, Leominster, Herefordshire, HR6 8BH
DESCRIPTION: Proposed demolition of existing single storey extension to the rear and construction of new two storey extension to rear.
COMMENT: No objection subject to the views of the neighbours.
DECISION Approved with Conditions

APPLICATION: P190337
SITE: Unit 4, Southern Avenue, Leominster HR6 0QF
DESCRIPTION: Proposed steel portal framed extension to the existing building.
COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P190521
SITE: 6 - 8 Broad Street, Leominster, Herefordshire, HR6 8BS
DESCRIPTION: Proposed change of use of ground floor to dog grooming parlour.
COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P190584
SITE: Agri Lloyd International, Glendower Road, Leominster, Herefordshire, HR6 0RL
DESCRIPTION: Proposed extension to the rear of the existing building (use class B2) and entrance lobby to the side. Recladding of the south and east elevations, the installation of additional doors/windows and the formation of additional hardstanding.
COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P190869
SITE: Unit 5, Southern Avenue, Leominster, , HR6 0QF
DESCRIPTION: Proposed steel portal framed extension to the existing building.
COMMENT: No objection
DECISION Approved with Conditions

APPLICATION: P190913
SITE: 5 Eaton Barns, Stoke Prior Lane, Leominster, HR6 0NA
DESCRIPTION: Proposed installation of window in gable to loft and conversion of existing garage to provide ancillary annexed living accommodation.
COMMENT: No objection subject to the following conditions:



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

- The annexed living accommodation must remain part of the main dwelling and should not be separated from it in the future;
- That no new access be created to serve the annexed living accommodation.

DECISION Approved

APPLICATION: P190973
SITE: 57 Newlands Road, Leominster, HR6 8HL
DESCRIPTION: Proposed second storey extension.
COMMENT: No objection
DECISION Approved with Conditions

APPLICATION: P190985
SITE: Portna Warden Cottage, Portna Warden Lane, Leominster, Herefordshire, HR6 8RS
DESCRIPTION: Proposed two storey extension.
COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P191930
SITE: Wharton View, Hereford Rd, Leominster, HR6 0NX
DESCRIPTION: Prior Approval: Proposed single storey extension which extends beyond the rear wall of the dwelling house by 5.85 metres. The maximum height of the enlarged part of the dwelling house is 3.88 metres and the height of the eaves of the enlarged part of the dwelling house is 2.97 metres.
DECISION Approved

APPLICATION: P191029
SITE: 63 Caradoc Drive, Leominster, Herefordshire, HR6 8BQ
DESCRIPTION: Proposed first floor extension.
COMMENT: No objection.
DECISION Approved with Conditions

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.
DECISION Approved with Conditions

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



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

COMMENT: (634, 635 & 636) - Reduce canopies by approx. 3-4m maintaining naturalistic form as much as possible.
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.

DECISION Trees covered by TPO – works can proceed

APPLICATION: P191430
SITE: 39 Etnam Street, Leominster, Herefordshire, HR6 8AE
DESCRIPTION: Installation of 1no. illuminated projection sign, 2no. amenity boards & 1no. menu case.

COMMENT: No objection.
DECISION Approved with Conditions

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.

COMMENT: No objection.
DECISION Approved with Conditions

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.

COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P191473
SITE: 9-11 High Street, Leominster, Herefordshire, HR6 8LZ
DESCRIPTION: New fascia, projecting and ATM signage.

COMMENT: No objection.
DECISION Approved with Conditions

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.

COMMENT: No objection.
DECISION Trees covered by TPO – works can proceed

9. HIGHWAYS AND PARKING MATTERS

- (a) **The Hum** – To note that the annual catch-up meeting is currently being arranged between the Town Council, BPI and Herefordshire Council. A final date and time has yet to be agreed.



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

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

10. LICENCING MATTERS

There have been no licencing applications received.

11. DATE OF NEXT MEETING

Committee is requested to consider moving this meeting forward by one week to 5th August 2019 to enable a presentation to be made at Full Council at 6pm on Monday 29th July 2019. The rescheduled meeting will be held in the Council Offices, 11 Corn Square, Leominster, HR6 8YP commencing at 6pm.

LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 10th June 2019 commencing at 18:30 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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

OFFICER PRESENT: Town Clerk.

PH14/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Preece.

PH15/19 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

PH16/19 HEREFORDSHIRE COUNCIL MEMBERS

There were no Herefordshire Councillors present sitting on the Committee.

PH17/19 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

PH18/19 QUESTIONS FROM THE PUBLIC

There were no members of the public present. Cllr Stone updated Committee regarding the replacement of the safety railings at the level crossing. It was understood that a BAPA form was awaiting final signature from Balfour Beatty prior to it being returned to Network Rail. Until this document had been signed and returned by Balfour Beatty work could not commence. The relevant Director had been requested to ensure this was addressed as soon as possible. Committee thanked Cllr Stone for all his efforts.

A response had been received from Parking regarding the request to erect notices in Broad Street car park requesting lorry drivers to switch off their engines. It was agreed to ask that this request be actioned as soon as possible. The Town Council had offered to purchase some permanent notices subject to confirmation of wording.

PH19/19 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 20th May 2019 be agreed and signed as a correct record.

PH20/19 PLANNING

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

APPLICATION: P191012
SITE: 8 South Street, Leominster, Herefordshire, HR6 8JB
DESCRIPTION: Change of use from retail shop to catering use.
COMMENT: No objection.

APPLICATION: P191587
SITE: Land to the rear of 20 and 22 Etnam Street, Leominster
DESCRIPTION: Proposed works to Tree Ref: OBNG (Tag) 577 Fell within 12 months. Works recommended on tree survey.
COMMENT: Committee would recommend that the tree is pollarded rather than felled to help elongate the life of the tree.

APPLICATION: P191614
SITE: 86-88 Etnam Street, Leominster, HR6 8AN
DESCRIPTION: Proposed drop kerbs in front of property to allow off road parking.
COMMENT: No objection.

APPLICATION: P191660
SITE: Southfield, Hereford Road, Leominster, Herefordshire
DESCRIPTION: Outline application for up to 4 dwellings with new access.
COMMENT: Committee requested that a site visit be arranged to this site to fully understand what trees are being lost. Committee had concerns that the proposal would be detrimental to the existing tree stock in the area.

APPLICATION: P191748
SITE: Lion Court, 25 New Street, Leominster, HR6 8LS
DESCRIPTION: Demolition of single dwelling house to facilitate erection of 10 no new dwellings together with associated gardens, grounds, car park, cycle and refuse store.
COMMENT: Recommend refusal for the following reasons:

- The proposal is considered overdevelopment of the site
- The proposal as it stands goes against the Leominster Area Neighbourhood Plan policy LANP3 – Supporting the Strategic and Small Scale Housing Development Needs in Leominster Town and policy LANP14 – Protecting and Enhancing the Character of Leominster Town Centre;
- The proposal is sited next to a very busy junction. Significant disruption will be caused to traffic flow when the dwellings are being serviced as there is no

- vehicular access provided for either service or residents vehicles;
- The proposal does not include any car parking provision onsite for residents, which would result in additional off street parking in neighbouring residential areas and would create parking issues in the neighbourhood;
 - Real concerns were expressed regarding the collection of waste from so many properties on a busy junction and bend. This would cause unacceptable disruption to traffic and pedestrians, and could create a possible health and safety hazard to pedestrians and vehicles when the rubbish was put out for collection;
 - The Council wished to support the request for an Acoustic Design Statement;
 - The Council wished to support the comments submitted by Historic England especially with regard to the quality of design and the opportunity to enhance the character of the conservation area with this proposed development;
 - The Council wished to support the requirements recommended regarding surface water management;
 - The Council wished to support the request from Natural England for a Habitat Regulations Assessment

APPLICATION: P191768
SITE: Land adjoining Glaslyn, Barons Cross Rd, Leominster
DESCRIPTION: Proposed non-material amendment to planning permission ref: 180198 (proposed erection)
COMMENT: Noted.

PH21/19 DECISIONS

Committee noted the following planning decisions received from Herefordshire Council:

APPLICATION: P190585
SITE: Cholstrey Farm, Cholstrey, Leominster, Herefordshire HR6 9AP
DESCRIPTION: To erect a steel portal extension to an already existing building for the purpose of the handling of livestock in a safe manner.
COMMENT: No objection.
DECISION Approved with Conditions

APPLICATION: P190616
SITE: Cholstrey Farm, Cholstrey, Leominster, HR6 9AP

DESCRIPTION: Proposed steel portal frame building for storing farm yard manure.

COMMENT: No objection

DECISION Approved with Conditions

APPLICATION: P191088

SITE: Mount Pleasant, 76 Bargates, Leominster HR6 8QS

DESCRIPTION: Propose to fell 3 common Polar trees (G1). To fell Cypress tree (G4). To replace felled trees with mixture of Yew, Holly and Silver Birch.

COMMENT: No objection

DECISION Trees covered by TPO – consent granted

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.

DECISION Trees covered by TPO – works can proceed

APPLICATION: P191306

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

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

COMMENT: No objection.

DECISION Trees covered by TPO – works can proceed

PH22/19 HIGHWAYS AND PARKING MATTERS

(a) The Hum – Council noted that the annual catch-up meeting was currently being arranged between the Town Council, BPI and Herefordshire Council. Confirmation of a date was still awaited from BPI.

(b) Highway & Parking Matters – Committee noted the following matters:

- Westfield Walk – It was noted that this was still causing serious issues with parking on pavements and blocking drives. The concern would be raised with Herefordshire Council and Balfour Beatty, including the suggestion that a one-way system be looked at in this area again;
- The yellow lines at Oldfield Close opposite the Methodist Church needed repainting;
- The road signs on the B4360 Cholstrey Road and the A44 Monkland Road had faded and were a muddy brown colour. It was agreed to request that these be replaced;
- Concerns about the poor state of the highway in the town centre were raised again. Surface water continued to cause issues for

pedestrians and it was agreed to request that urgent action be taken to address this;

- The pavement along Swan Walk had become very slippery. This would be reported to the landowner;
- The footpath behind B&Q needed some maintenance. Committee noted that this was in hand by the Grounds Team.

PH23/19 LICENCING MATTERS

Committee considered the two licencing applications received and

RESOLVED:

- To formally object to the licence variation regarding Shooters Bar under Prevention of Crime and Disorder, Prevention of Public Nuisance and Public Safety;
- To note the licence variation at Spar, Dishley Street.

PH24/19 DATE OF NEXT MEETING

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

There being no other business the meeting closed at 7.30pm.

CHAIR:

DATE: