



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Tuesday 30th January 2018

To: All Members of the Planning & Highways Committee:
Councillors Thomas (Chair), Rosser (Vice-Chair), Bartlett, Barton, Davies,
Egan, Freedland, J Herschy, R Pendleton, Preece and Rumsey.
(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 5th February 2018** commencing at **19:00 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).
- 5. QUESTIONS FROM THE PUBLIC (maximum 15 minutes)**
To receive questions and statements from members of the public as provided for in Standing Orders.



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6. MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 8th January 2018.

7. THE LEOMINSTER HUM

An update would be provided if available.

8. PLANNING APPLICATIONS

The following applications have been received from the Planning Authority and require comment:

APPLICATION: P174097
SITE: Mile End, Broad Lane, Leominster HR6 0AL
DESCRIPTION: Retrospective permission for the use of land for wood chipping with wood storage yard and building to include office building, chop stores, drying floor, fan house and boiler house with biomass plant to generate 80Kw of electricity.

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174097&search=174097

PREVIOUS COMMENT: No objection. Committee has been requested to review this comment following correspondence from a local resident.

APPLICATION: P174587
SITE: The Waltons, Ginhall Lane, Leominster HR6 9AH
DESCRIPTION: Proposed erection of UPVc cattery building to replace (now demolished) wooden cattery building

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174587&search=174587

APPLICATION: P174696
SITE: Home Farm, Hennor, Leominster HR6 0QR
DESCRIPTION: Proposed covered feeding area canopy to two existing agricultural buildings.

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174696&search=174696

APPLICATION: P174736
SITE: 43-45 High Street, Leominster
DESCRIPTION: Proposed conversion of upper floors to form 2 self-contained flats

LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174736&search=174736



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- APPLICATION:** P174737
SITE: 43-45 High Street, Leominster
DESCRIPTION: Listed Building Consent: Proposed conversion of upper floors to form 2 self-contained flats
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174737&search=174737
- APPLICATION:** P174813
SITE: 9-13 Bargates, Leominster, HR6 8EX
DESCRIPTION: Listed Building: Proposed restoration of gable end.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=174813&search=174813
- APPLICATION:** P180049
SITE: 4 Corn Square, Leominster HR6 8LX
DESCRIPTION: Listed Building Consent: Proposed retail bank, basement floor, ground floor and first floor installation of 2no new air conditioning condensing units on the lightwell. Ground floor 1no new CCTV camera in front elevation. 1no new halo illuminated individual letter signage. 1no new none illuminated projecting sign. 1no new non-illuminated wall mounted branch nameplate.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=180049&search=180049
- APPLICATION:** P180050
SITE: 4 Corn Square, Leominster HR6 8LX
DESCRIPTION: Advertising Consent: Proposed retail bank, basement floor, ground floor and first floor installation of 2no new air conditioning condensing units on the lightwell. Ground floor 1no new CCTV camera in front elevation. 1no new halo illuminated individual letter signage. 1no new none illuminated projecting sign. 1no new non-illuminated wall mounted branch nameplate.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=180050&search=180050
- APPLICATION:** P180186
SITE: 64 Bargates, Leominster, HR6 8EY
DESCRIPTION: Conservation Area: Crown reduction to Silver Birch and Lilac
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=180186&search=180186



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APPLICATION: P180286
SITE: 98 Ridgemoor Road, Leominster, HR6 8UL
DESCRIPTION: TPO: Proposed works to chestnut tree
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=180286&search=180286

9. DECISIONS

To note the following decisions made by Herefordshire Council:

APPLICATION: P173286
SITE: 4 Millers Close, Leominster HR6 8BP
DESCRIPTION: Proposed Porch
COMMENT: No objection.
DECISION: Approved with conditions

The following applications will be considered by Herefordshire Planning Committee on 31st January 2018:

APPLICATION: P172135
SITE: Barons Cross Camp, Cholstrey, Leominster, HR6
DESCRIPTION: Reserved matters application for 414 dwellings, vehicular access and associated works.

APPLICATION: P173082
SITE: Land at Parkgate, Ivington, Leominster, HR6 0JX
DESCRIPTION: Proposed erection of an agricultural workers' dwelling (part retrospective)

10. HIGHWAYS AND PARKING MATTERS

(a) **Public Realm Consultation Review Report & Commissioning Model –**
Please see the attached report. The next meeting will be held on 15th February 2018.

(b) **Highway & Parking Matters –** To consider any additional parking and highway issues including the recent announcement regarding access by Councils to a multibillion pound fund originally intended to be spent on motorways and major A roads.

11. LEOMINSTER AREA NEIGHBOURHOOD PLAN

Please see the update attached.

12. DATE OF NEXT MEETING

The next meeting will be held on Monday 5th March 2018 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 8th January 2018 commencing at 18:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Rosser (Chair), Bartlett, Barton, Davies, Egan, Herschy, R Pendleton, Preece and Rumsey.

OFFICER PRESENT: Town Clerk.

PH152/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Freedland (illness) and Thomas (holiday).

PH153/17 DECLARATIONS OF INTEREST

The following Declarations of Interest was made:

- Cllr Rumsey – Leominster Sports & Social Club Committee Member.

PH154/17 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.

PH155/17 REQUESTS FOR DISPENSATIONS

There had been no requests received.

PH156/17 QUESTIONS FROM THE PUBLIC

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

PH157/17 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 18th December 2017 be agreed and signed as a correct record.

It was agreed to appoint Cllrs Preece and Rumsey on to the Public Realm Task & Finish Group.

PH158/17 THE LEOMINSTER HUM

Committee noted that the factory had shut down for the Christmas period and no further update had been received. It was agreed to request a further update.

PH159/17 PLANNING APPLICATIONS

It was **RESOLVED** to submit the following comments to Herefordshire Council:

- APPLICATION:** P173506
SITE: Land at 15 Mill Street, Leominster, Herefordshire
DESCRIPTION: Proposed Cottage
COMMENT: No objection subject to the criteria regarding the development of gardens contained within the Leominster Area Neighbourhood Plan
- APPLICATION:** P173908
SITE: The Waltons, Ginhall Lane, Leominster HR6 9AH
DESCRIPTION: Proposed erection of UPVc cattery building to replace (now demolished) wooden cattery building
COMMENT: No objection.
- APPLICATION:** P174477
SITE: Barn at Lower Hyde, Hyde Ash, Leominster, HR6 0JR
DESCRIPTION: Proposed repair and conversion of existing barns and change of use to form a dwelling. Use of existing vehicular access and resurfacing of existing lane with hard standing adjacent to the barns
COMMENT: No objection subject to a full ecology report that includes a plan for the protection of bats.
- APPLICATION:** P174489
SITE: Stag Batch House, Monkland Rd, Leominster, HR6 9DA
DESCRIPTION: (Retrospective) Proposed change of use of part of building to incorporate the installation of a 550KW Biomass Boiler and chip store within an existing approved agricultural building
COMMENT: No objection.
- APPLICATION:** P174562
SITE: Trevean, Newlands Drive, Leominster, HR6 8PR
DESCRIPTION: Proposed extension
COMMENT: No objection.

PH160/17 DECISIONS

The following decisions made by Herefordshire Council were noted:

- APPLICATION:** P173800
SITE: Hadnock House, Widgeon Hill Farm, Hamnish, Leominster HR6 0QN
DESCRIPTION: Proposed construction of a new garage
COMMENT: No objection.
DECISION: Approved with conditions

APPLICATION: P173995
SITE: Long Acre, Ebnall, Leominster HR6 9AL
DESCRIPTION: Proposed fascia sign on front of building and two standing signs on the site boundary
COMMENT: No objection.
DECISION: Split Decision

PH161/17 LICENSING ITEMS

Committee raised no objection to the variation proposed regarding the Leominster Sports & Social Club licence application.

PH162/17 PLANNING, HIGHWAYS AND PARKING MATTERS

(a) **Public Realm Consultation Review Report & Commissioning Model –** Committee noted the update from the Task & Finish Group that met on 5th January 2018. The following matters would be submitted:

- Request the inclusion of the May Fair in the document so its needs and requirements could be taken into consideration;
- Confirm how the document would fit into the Leominster Transport Strategy;
- Raise concerns regarding the accuracy of some of the statistics and repair figures contained within the document;
- Establish how the investment figures required had been calculated;
- Express concerns regarding the initial drainage proposals;
- Include mitigation requirements to improve the air quality especially at the Bargates junction;
- Highlight the need for a public realm that had functionality as a priority and the need to reduce ongoing maintenance costs.

A further meeting would be held on Thursday 15th February 2018 at 10am.

(b) **Highway & Parking Matters –** It was agreed to confirm when the 2018/19 Annual Plan would be published by Balfour Beatty.

PH163/17 LEOMINSTER AREA NEIGHBOURHOOD PLAN

Committee noted that the consultation period had now ended and an update was awaited from Herefordshire Council.

PH164/17 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 5th February 2018 at 19:00hrs in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 7:00pm.

CHAIR:

DATE:

LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

PUBLIC REALM TASK & FINISH GROUP

Report of the Public Realm Task & Finish Group meeting held on Friday 5th January 2018 commencing at 10:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT:

Ward Councillors: Cllrs Bartlett, Marsh, Norman and Stone.

Town Councillors: Cllr Egan.

OFFICER PRESENT: Town Clerk.

The Task & Finish Group reviewed the draft Public Realm review which had been drawn up by Balfour Beatty for consultation.

The Group noted that at this time there was no identified funding in place for any further development of the design or funding secured for any construction. Balfour Beatty has worked up a brief for the wider study and are presently costing these proposals to allow informed discussion on a wider strategy.

General comments regarding the delivery of the proposals included:

- It was understood that there was some minor funding in place in Herefordshire Council to enable the progress of smaller elements of the proposals such as the Managed traffic zone (TRO) scheme and the statutory signage scheme;
- Concern was expressed that it may appear that future S106 funding, which could potentially provide a level of funding towards elements of the proposals, was being focused on the town centre;
- Clarification would be sought regarding the timing of the development of the proposed Leominster Transport Strategy and how both the Strategy and the public realm proposals link;
- Clarification would be sought regarding the timing of the public consultation and the timing of the Transport Strategy consultation. It was suggested that both consultations should take place at the same time to improve response rates;
- IT was acknowledged that the Transport Strategy would identify the preferred flows in the town centre hence the need for this piece of work to be completed prior to the adoption of the public realm proposals;
- Concern was expressed regarding the proposal to install drainage in the middle of the road. If in future they required repair then the entire road would require a closure. It was recommended that alternative siting of drainage be considered and included;
- The palates of materials proposed were noted but it was requested that an alternative palate be developed and included which was more cost effective, easy to repair and hard wearing;

- The need for a public realm that had functionality as a priority and the aim to reduce ongoing maintenance costs was essential.
- Clarification and an explanation on how the investment figures required had been calculated would be requested;
- The future ownership and usage of Corn Square should be included so that options can be discussed;
- The future location of the May Fair should be included in the consultation with various options included;
- Clarification on whether elements of this would be included in the Balfour Beatty Annual Plan would be requested.

The following items were highlighted as requiring amendment and/or inclusion:

1.2 Basis for the project

- The key issues identified should include mention of the May Fair, which had not been identified or recognised in the document.

2.2 Geographic Extent

- West Street – the entire street needed to be included;
- Part of Burgess Street – This had not been included on the map;
- Rainbow Street needed to be included both on the list and on the map.

2.3 Aspirations

- The specific aspirations should include the issue of air quality, especially at the Bargates junction;
- Mitigation proposals to improve the air quality especially at the Bargates junction should be included.

3.1.1 Existing Situation

The Group expressed concern that the table on page 9 significantly understates the number of repairs carried out since 2013 and it is requested that further information on the number of issues reported be included so that an informed assessment can be made between faults reported and faults repaired.

The table on page 10 excludes a number of faults reported on certain streets and it is requested that this table is revisited and corrected accordingly. The Group felt that this table was substantially inaccurate.

Corn Square

A number of options regarding the future usage, management and ownership of Corn Square were highlighted. Currently the Town Council managed the regular Friday Market and the monthly Farmers Market. On top of this various other events including the May Fair, Small Business Saturday, the Christmas Lights Switch On and the Victorian Street market utilised the space.

All uses over and above the Friday market required an official road closure and subsequently increased the cost quite significantly to local groups and events wishing to utilise the space.

If the future ownership, management, usage and responsibility of Corn Square were to change it could be reclassified as an open space to be used as a town square for events and markets. Good design would ensure that increased capacity could be designed in for market stalls and other infrastructure whilst still enabling the area to be utilised for car parking if required.

A priority for the town was the development of the night time economy. The future of Corn Square could have a significant impact on this.

The May Fair

The future of the May Fair needs to be considered within the document that goes out to consultation.

It was requested that various options regarding the location of the May Fair be consulted upon and not just whether the town supported the Fair or not, which had been the focus of the previous consultation.

Options included:

- The May Fair could be relocated to Broad Street car park;
- The May Fair could have its focus in Corn Square with the larger rides erected in the Etnam Street car park;
- The use of the Grange open space could be considered for some rides.

It was suggested that members of the Group may wish to visit Abergavenny and Tenbury. Both towns have recently had upgrades undertaken in their town centres.

It was agreed that a further meeting of the Task & Finish Group would be held on Thursday 15th February 2018 at 10am.

LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

LEOMINSTER AREA NEIGHBOURHOOD PLAN UPDATE

1. UPDATE

- 1.1 A meeting was held with the Herefordshire Council Neighbourhood Plan Team on 22nd January 2018 following the completion of the Regulation 16 consultation which ended on 14th December 2017.
- 1.2 A number of comments have been received from statutory consultees, developers and residents on a range of issues. A summary report would be provided in due course.
- 1.3 It was expected that the Plan would be signed off at the end of January 2018 by Herefordshire Council to enable it to move on to the next stage.
- 1.4 A number of conformity issues with the Core Strategy were highlighted by Herefordshire Council and these would be addressed.
- 1.5 The next stages of the process are outlined in Section 2 below.

2. THE NEXT STAGES

- 2.1 There was general agreement that the Plan could now move on to the examination stage. Up to three potential Examiners would be contacted. Replies were normally received within three weeks and this would include their availability. The choice of Examiner was the Town Council's.
- 2.2 It was possible that the Examination would take the form of a Hearing due to the size of Leominster and the fact that it was a Market Town, the first one in the County to reach this stage of the process.
- 2.3 A "Supporting the Evidence" document would be drawn up and submitted to Herefordshire for information and to evidence the reasons behind the current land allocations.
- 2.4 The Conformity issues identified were mainly around wording and most of these would be addressed through agreement between the Examiner, Herefordshire Council and the Town Council.
- 2.5 Evidence to justify the proposed Settlement Boundary would be required, including evidence that enough land had been allocated to deliver the minimum of 2,300 additional dwellings identified within the Core Strategy for Leominster.

- 2.6 There were some risks to the examination process including loss of designated open spaces, adjustments to the Settlement Boundary and the requirement to identify additional sites for development.
- 2.7 It is hoped that the Plan can move on to the examination stage in the next few weeks and an Examiner appointed. The timetable will then depend on the availability of the chosen Examiner.
- 2.8 A further update will be provided to Committee when it is available.