



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Tuesday 10th July 2018

To: All Members of the Planning & Highways Committee:
Councillors Rosser (Chair), Preece (Vice Chair), Bartlett, Davies, Egan, J
Herschy, Rumsey and Thomas (3 vacancies)
(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 16th July 2018** 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).



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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. **THE HUM**
To note the draft report following the meeting held on 27th June 2018.
7. **MINUTES OF PREVIOUS MEETING**
To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 25th June 2018.

8. **PLANNING**

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

APPLICATION: P173650
SITE: Brierley Court Barns, Brierley, Leominster HR6 0NU
DESCRIPTION: Application variation of condition 2 of P162302/F seeking minor amendments to the building together with inclusion of 10mw biomass boiler.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=173650&search=173650

APPLICATION: P181805
SITE: 2 Old Hall Cottages, Brierley, Leominster HR6 0NU
DESCRIPTION: LBS: Proposed single storey extension.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=181805&search=181805

APPLICATION: P182290
SITE: Land at Newlands Croft, Ryelands Road, Leominster HR6 8PN
DESCRIPTION: Proposed erection of 3 detached dwellings with the formation of an improved vehicular access.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=182290&search=182290

APPLICATION: P182409
SITE: Land behind 67 Bargates, Leominster
DESCRIPTION: Proposed bungalow.
LINK: https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=182409&search=182409



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9. DECISIONS

To note the following planning decisions made by Herefordshire Council:

APPLICATION: P170275

SITE: Land adjoining The Hop Pole, Bridge Street, Leominster

DESCRIPTION: Proposed terrace of 3 cottages

COMMENT: The following initial comments regarding the above application were agreed:

- That applications 170275, 170276 and 170277 should be submitted as a single full planning application as they all related to the same site;
- Concern was expressed regarding the lack of space to store waste and further information regarding provision was requested;
- An application to register the site as a Community Asset had been submitted in December 2016 and this should be considered during determination of the application;
- The Committee fully supports the recommendation by West Mercia Police to design out crime and/or fear of crime and to promote community safety within the scheme;
- There may be historically significant architectural features in the existing building (medieval cruck roof) which should be protected.

DECISION: Withdrawn

APPLICATION: P170277

SITE: Land fronting Mill Street at The Hop Pole, Bridge Street, Leominster

DESCRIPTION: Outline: Proposed site for housing development for up to 6 dwellings

COMMENT: The following initial comments regarding the above application were agreed:

- That applications 170275, 170276 and 170277 should be submitted as a single full planning application as they all related to the same site;
- Concern was expressed regarding the lack of space to store waste and further information regarding provision was requested;
- An application to register the site as a Community Asset had been submitted in December 2016 and this should be considered during determination of the application;
- The Committee fully supports the recommendation by West Mercia Police to design out crime and/or fear of crime and to promote community safety within the scheme;



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- There may be historically significant architectural features in the existing building (medieval cruck roof) which should be protected.
- DECISION** Approved with conditions
- APPLICATION:** P173230
SITE: Listed Building Consent: Land fronting Mill Street at The Hop Pole, Bridge Street, Leominster,
DESCRIPTION: Proposed site for housing development Ref 170277/O
COMMENT: Recommend refusal for the following reasons:
- The Council wishes to reiterate its previous objections to this proposal submitted under Planning Application P170277;
 - The proposal is designed to frustrate the requirements to make an S106 contribution;
 - The proposal should be submitted as a single application alongside planning applications P170275 and P170276.
- DECISION** Approved with conditions.
- APPLICATION:** P173231
SITE: Listed Building Consent: Land adjoining The Hop Pole, Bridge Street, Leominster,
DESCRIPTION: Proposed terrace of 3 cottages
COMMENT: As above
DECISION Withdrawn
- APPLICATION:** P180198
SITE: Land adjoining Glaslyn, Barons Cross Road, Leominster
DESCRIPTION: Proposed erection of 4 detached dwellings with new vehicular access.
COMMENT: Support this application.
DECISION Approved with conditions.
- APPLICATION:** P180784
SITE: Land at Glen Alva, 136A South Street, Leominster
DESCRIPTION: Outline – Site for erection of a single dwelling on part of garden of Glen Alva.
COMMENT: No objection.
DECISION Approved with conditions.
- APPLICATION:** P181272
SITE: Land at Brick House Farm, Brierley, Leominster HR6 0NT
DESCRIPTION: Proposed erection of 2 semi-detached dwellings on plots 3 & 4 to replace 2 dwellings previously approved under application 179524.
COMMENT: No objection



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- DECISION** Approved with conditions.
- APPLICATION:** P181436
SITE: Land off Westcroft, Leominster
DESCRIPTION: Non-material amendment ref 171309. Amendments to elevations and floor plans.
COMMENT: Noted.
DECISION Approved
- APPLICATION:** P181308
SITE: 45 The Meadows, Leominster HR6 8QY
DESCRIPTION: Proposed loft conversion and dormer extension to form lounge area, bathroom and bedroom.
COMMENT: No objection.
DECISION Approved with conditions.
- APPLICATION:** P181490
SITE: Ashdown, 19 Barons Cross Road, Leominster HR6 8RL
DESCRIPTION: Proposed erection of studio/annexe to form ancillary accommodation.
COMMENT: Recommend refusal to this application as it is considered inappropriate development within a garden.
DECISION Withdrawn
- APPLICATION:** P181644
SITE: The Frere House, 15 Church Street, Leominster HR6 8NE
DESCRIPTION: Retrospective: Various external and internal works including taking away no structural modern walls, replacing cement based plaster and other mortar with lime based products. Adding traditional oak structural supports.
COMMENT: No objection.
DECISION Approved with conditions.
- APPLICATION:** P181649
SITE: The Frere House, 15 Church Street, Leominster HR6 8NE
DESCRIPTION: Retrospective LBC: Various external and internal works including taking away no structural modern walls, replacing cement based plaster and other mortar with lime based products. Adding traditional oak structural supports.
COMMENT: No objection.
DECISION Approved with conditions.
- APPLICATION:** P181772
SITE: 67 Osborne Place, Leominster HR6 8BW



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DESCRIPTION: Proposed extension to existing dwelling.
COMMENT: No objection subject to the Leominster Area Neighbourhood Plan Policy LANP20.

DECISION Approved with conditions.

APPLICATION: P181728
SITE: 5-6 Corn Square, Leominster HR6 8LR
DESCRIPTION: Proposed modification of front door.
COMMENT: No objection.
DECISION Approved

APPLICATION: P182046
SITE: Orchard House, 3 Presbytery Close, Leominster, Herefordshire, HR6 8QP
DESCRIPTION: Proposed non-material amendment to planning permission ref 180808 (Two storey side extension and garden shed) – Please see application form for details.
COMMENT: No objection provided the shed is used for residential and not business purposes and the Leominster Area Neighbourhood Plan Policy LANP20.
DECISION Approved with conditions.

10. HIGHWAYS AND PARKING MATTERS

- (a) **Corporate Objectives** – To consider adopting the corporate objectives attached.
- (b) **Highways & Parking Matters** – To consider any parking and highway issues.

11. LICENCING MATTERS

Please see attached.

12. LEOMINSTER AREA NEIGHBOURHOOD PLAN

Consultation on the Evidence Statement under regulation 16 consultation commenced on Monday 11th June and will end on 23rd July 2018.

13. DATE OF NEXT MEETING

The next meeting will be held on Monday 13th August 2018 at **19:00hrs** in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

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Minutes of the Planning & Highways Committee meeting held on Monday 25th June 2018 commencing at 18:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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

ALSO PRESENT: Cllr Sutcliffe.

OFFICER PRESENT: Town Clerk.

PH25/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Davies (Illness). Cllr Egan was absent.

PH26/18 DECLARATIONS OF INTEREST

There were no declarations of interest made.

PH27/18 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.

PH28/18 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

PH29/18 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

PH30/18 THE HUM

Committee noted that a meeting was taking place with BPI, Herefordshire Council, the Town Council and local residents on Wednesday 27th June 2018 at 10am. Cllrs Bartlett and Rumsey would be representing the Town Council.

PH31/18 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 4th June 2018 be agreed and signed as a correct record.

PH32/18 PLANNING APPLICATIONS

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

APPLICATION: P152544
SITE: Petrogas, Bargates, Leominster HR6 8EY
DESCRIPTION: Proposed integral illumination and screen to ATM fascia. Internally illuminated Free Cash withdrawals sign above the ATM fascia. Blue LED halo illumination to ATM surround.
COMMENT: No objection subject to the Leominster Area Neighbourhood Plan Policy LANP9 (I) Business premises should have appropriate signage – illuminated signs and lighting should be kept to a minimum and, when used, make a positive contribution to the street scene.

APPLICATION: P174097
SITE: Mile End, Broad Lane, Leominster HR6 0AL
DESCRIPTION: Re-consultation: Retrospective permission for the use of the land for wood chipping with wood storage yard and buildings to include; office building, chip stores, drying floor, fan house and boiler house with biomass plant to generate 80Kw of electricity.
COMMENT: Reiterate previous comments submitted.

APPLICATION: P174368
SITE: Brierley Court Hop Farm, Brierley, Leominster HR6 0NU
DESCRIPTION: Removal of condition 2 (DCNC2009/0167/F)
Application: (part retrospective) to allow for year round covering for permitted polytunnels.
COMMENT: No objection subject to the requirements set out in the Herefordshire Core Strategy and Policy LANP21 of the Leominster Area Neighbourhood Plan.

APPLICATION: P181772
SITE: 67 Osborne Place, Leominster HR6 8BW
DESCRIPTION: Proposed extension to existing dwelling.
COMMENT: No objection subject to the Leominster Area Neighbourhood Plan Policy LANP20.

APPLICATION: P182046
SITE: Orchard House, 3 Presbytery Close, Leominster, Herefordshire, HR6 8QP
DESCRIPTION: Proposed non-material amendment to planning permission ref 180808 (Two storey side extension and garden shed) – Please see application form for details.
COMMENT: No objection provided the shed is used for residential and not business purposes and the Leominster Area

Neighbourhood Plan Policy LANP20.

APPLICATION: P182059
SITE: 5 The Rugg, Leominster HR6 8TE
DESCRIPTION: Proposed conversion of garage to provide annexe for parents to live in and be cared for.
COMMENT: Recommend refusal as the extension is not connected to the existing property and constitutes a separate dwelling. The Committee wished to submit the following advisories:

- If approved a condition must be included to ensure that the extension cannot be sold as a separate dwelling;
- Access should be provided from the main dwelling to the extension;
- The extension must be subject to building regulations.

APPLICATION: P182111
SITE: Townsend House, 15 Green Lane, Leominster HR68QJ
DESCRIPTION: One tree in the area hatched is clearly sick due to lack of water (T1) this will need to be removed along with other trees marked T2, T3 in this area, smaller trees (under 12" diameter) and brush will also be removed to improve light and water to ensure we can save the larger old trees pine trees and Large Yew Tree in this area. There will also be some remedial surgery to the larger pines in this area due to the branches that came down during the snow (as discussed with the tree preservation officer). A Portuguese laurel hedge will be planted along the wall to replace trees that have been removed. These will then be managed to ensure they do not take water from the other.
COMMENT: Committee wishes to object to this application for the following reasons:

- No documentation is available on the website to provide background information on the proposal;
- Some of the trees are subject to TPOs and references to T1, T2 and T3 require clarification.

Delegated authority was provided to the Tree Wardens to submit comments on the proposal following a site visit and liaison with the Herefordshire Council Tree Officer. A request to extend the deadline would be submitted.

(b) Update on P170052, Copper Beech Tree, Clifton Bingo Hall –
Committee noted that the replacement tree had been requested and that the applicants would be reminded of their obligations in late summer/early autumn by the Herefordshire Council Tree Officer.

- (c) **Mortimer Forest Holiday Park** – Committee noted the information that had been previously provided regarding the proposal to construct 68 luxury holiday chalets on Juniper Hill, Mortimer Forest. Following discussion it was **RESOLVED** that Committee would not consider this matter further until a formal planning application had been submitted.
- (d) **Pre-application Consultation request** – Committee noted that a fresh application for residential dwellings in Wharton (previous application P170354 was refused) was being developed. Following consideration it was agreed to invite the architect to provide pre-application information to Committee on 2nd July 2018 at 6pm, subject to availability. The formal Committee meeting would be cancelled.

PH33/18 DECISIONS

Committee noted the following planning decisions made by 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
DECISION Refused
- APPLICATION:** P180198
SITE: Land adjoining Glaslyn, Barons Cross Road, Leominster
DESCRIPTION: Proposed erection of 4 detached dwellings with new vehicular access.
COMMENT: Support this application.
DECISION Approved with conditions.
- APPLICATION:** P180470
SITE: Little Acre, Newtown Lane , Leominster HR6 8QD
DESCRIPTION: Proposed replacement dwelling.
COMMENT: No objection.
DECISION Approved with conditions.
- APPLICATION:** P180755
SITE: 1 Old Hall Cottages, Brierley, Leominster, HR6 0NU
DESCRIPTION: Replace 2 single casement metal windows on the ground floor and first floor with new single glazed double casement hard wood windows.
COMMENT: No objection.
DECISION Planning permission not required.
- APPLICATION:** P181017
SITE: Telephone Exchange, Rylands Road, HR6 8NZ

DESCRIPTION: Proposed external spiral staircase replacement.
COMMENT: No objection.
DECISION Approved with conditions.

APPLICATION: P181058
SITE: 15 Etnam Street, Leominster HR6 8AD
DESCRIPTION: Proposed removal of existing fascia and hanging signs with 1 no. externally illuminated fascia sign and 2 no. internally illuminated hanging signs.
COMMENT: No objection.
DECISION Approved with conditions.

APPLICATION: P181078
SITE: 40 Caradoc Drive, Leominster HR6 8BQ
DESCRIPTION: Retrospective application for a shed.
COMMENT: No objection.
DECISION Approved with conditions.

APPLICATION: P181377
SITE: 9-11 High Street, Leominster HR6 8LZ
DESCRIPTION: Externally illuminated logo and letters/non-illuminated aluminium panel. External illuminated heritage projection sign. Internally illuminated ATM surround.
COMMENT: No objection.
DECISION Approved with conditions.

APPLICATION: P181689
SITE: 24 Caswell Rd, Leominster, HR6 8AZ
DESCRIPTION: Notification for a prior approval for a proposed larger home extension which will extend beyond the rear wall of the dwelling house by 4.7 metres. The maximum height of the enlarged part of the dwelling house is 3.0 metres and the height of the eaves of the enlarged part of the dwelling house is 3.0 metres.
COMMENT: No objection.
DECISION Prior approved given.

PH34/18 HIGHWAYS AND PARKING MATTERS

- (a) **Highway & Parking Matters** – Committee noted that a request had been received from Herefordshire Council with regard to continued support for the 490 Bus Service.

Following consideration the Planning & Highways Committee agreed to support the 490 bus service and provide a contribution of £2,000. The contribution was subject to a review of the current timetable as it appeared that some buses ran very closely to each other. The Committee was keen to see a more even spread of the service if possible.

PH35/18 LEOMINSTER AREA NEIGHBOURHOOD PLAN

Committee noted that the revised Evidence Statement had now been submitted and the additional Regulation 16 consultation commenced on Monday 11th June 2018. Clarification regarding primary and secondary shop frontages had also been submitted with a clearer map.

PH36/18 DATE OF NEXT MEETING

Committee agreed to cancel the next meeting to be held on Monday 2nd July 2018. Committee noted that the next meeting would take place on Monday 16th July 2018 commencing at 18:00hrs in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 7:06pm.

CHAIR:

DATE:

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PLANNING & HIGHWAYS COMMITTEE

Action	Lead Committee	Lead Team	Timescale	Comments/Progress
To continue to comment on all planning applications and key strategic planning documents that affect the Town.	Planning & Highways	Finance & Democratic Services	On-going	<ul style="list-style-type: none"> • P&H meetings held regularly every three weeks; • Comments submitted to HC following each meeting; • Two Tree Wardens appointed by Committee; • Task & Finish Groups set up when required.
Complete the Leominster Area Neighbourhood Plan (LANP) (Examination and Referendum)	Planning & Highways	Finance & Democratic Services	2018	<ul style="list-style-type: none"> • LANP currently going through Examination stage • Examination to be completed in August • Referendum to be held by the end of 2018
Include relevant LANP policies when submitting comments on planning applications	Planning & Highways	Finance & Democratic Services	On-going	<ul style="list-style-type: none"> • Comments and concerns now being referenced when submitting comments
Support the aims of the emerging LANP	Planning & Highways	Finance & Democratic Services	On-going	<ul style="list-style-type: none"> • Town Council is supporting the efforts being made by Homes England and HC to release SUE for

				<p>development;</p> <ul style="list-style-type: none"> • Town Council is supporting negotiations to develop the southern bypass.
Support and input into the emerging Leominster Transport Plan.	Planning & Highways	Finance & Democratic Services	2019	<ul style="list-style-type: none"> • Initial workshop hosted by the Town Council • Draft of Plan currently being developed
To continue to support public transport initiatives.	Planning & Highways	Finance & Democratic Services	On-going	<ul style="list-style-type: none"> • In the 2018-19 budget £4,000 was included; • £2,000 has been allocated to the 490 service • £1,500 has been allocated to continuing the 427 service.
Continue to endeavour to secure S106 monies which will be invested in the Town and Parish to improve local facilities	Planning & Highways	Finance & Democratic Services	On-going	<ul style="list-style-type: none"> • S106 contribution of over £30,000 secured for Sydonia refurbishment

**LICENSING ACT 2003
NOTIFICATION OF APPLICATION FOR GRANT/VARIATION OF PREMISES LICENCE**

The Licensing Section has received the following applications for the grant/variation of a premises licence. A summary of each application is provided in the table below and as a responsible authority you may have already received your copy of the application, however if you would like to view any of the applications copies are available at the licensing section.

Should you wish to make a representation in respect of any one of the applications listed then please submit your information on the memorandum below to the licensing section before expiry of the 28 day representation period which is the date shown in column 3 of the table below. Please be aware that the licensing authority can only consider those representations that are relevant to the four licensing objectives: ***Prevention of Crime and Disorder, Prevention of Public Nuisance, Public safety and Protection of Children from Harm.***

Additionally, you should be aware that under the legislation Ward Members do not have an automatic right to make representations on behalf of their constituents, but have the right to make representations when specifically requested to do so by constituents who live in the vicinity of the premises. To prevent challenges by unsuccessful applicants Members may wish to request any objector to include in any letter of objection to the Member or to the Licensing Section that they formally authorise the Ward Member to make representations on their behalf.

For the Environmental Health Commercial and Environmental Protection Teams should officers wish to raise any issues in respect of any of the applications listed below please contact the Environmental Health team (licensing) in good time for the relevant representations to be co-ordinated and made to the licensing section within the 28 day period.

Premise Name	Premise address	Max Time	Start of 28day consultation Period	End of 28day Consultation Period	Current Licence
Peppercorns	5 School Lane, Leominster. HR6 8AA	To add consumption off the premises Sale/Supply of Alcohol Monday – Sunday 11:00 – 24:00	03.07.2018	30.07.2018	<u>Sale/Supply of Alcohol (consumption on the premises)</u> Monday – Sunday 11:00 – 24:00 <u>Non Standard Timings:</u> New Years Eve until 01:00