



# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Tuesday 22<sup>nd</sup> October 2019

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 a meeting of the Planning & Highways Committee to be held on Monday 28<sup>th</sup> October 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 7<sup>th</sup> October 2019.
7. **PLANNING**
  - (a) **Planning applications** – The following applications have been received from the Planning Authority and require comment:

**APPLICATION:** P191748  
**SITE:** Lion Court, 25 New Street, Leominster, HR6 8LS  
**DESCRIPTION:** Re-consultation: Demolition of single dwelling house to facilitate erection of 10 no new dwellings together with associated gardens, grounds, car parking, cycle & refuse storage.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193748&search=191748](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193748&search=191748)

**APPLICATION:** P193214  
**SITE:** 13 Broad Street, Leominster, Herefordshire, HR6 8BZ  
**DESCRIPTION:** Listed Building Consent: Proposed conversion of former bank into solicitors office with internal works and replacement of flat roof and skylights to the rear of the building.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193214&search=193214](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193214&search=193214)

**APPLICATION:** P193213  
**SITE:** 13 Broad Street, Leominster, Herefordshire, HR6 8BZ  
**DESCRIPTION:** Proposed conversion of former bank into solicitors office with internal works and replacement of flat roof and skylights to the rear of the building.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193213&search=193213](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193213&search=193213)

**APPLICATION:** P193305  
**SITE:** Mile End, Broad Lane, Leominster, HR6 0AL  
**DESCRIPTION:** Erect concrete wall as noise barrier and roof over existing woodchip drying area.



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193305&search=193305](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193305&search=193305)

**APPLICATION:** P193044  
**SITE:** Units 11 - 14 and 21 - 24, Croft Business Park, Leominster, HR6 0QF  
**DESCRIPTION:** Variation of a condition 2 ref 89510 (erection of light industrial units) variation of design, claddings and colours.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193044&search=193044](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193044&search=193044)

**APPLICATION:** P193393  
**SITE:** Garden area at the rear of, 27 Bridge Street, Leominster, Herefordshire, HR6 8DU  
**DESCRIPTION:** Proposed change of use from residential (C3) to A1.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193393&search=193393](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193393&search=193393)

**APPLICATION:** P193458  
**SITE:** West Winds, Cholstrey Road, Leominster HR6 8RT  
**DESCRIPTION:** Proposed erection of 58 dwellings with associated car parking and landscaping.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193458&search=193458](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193458&search=193458)

**APPLICATION:** P193459  
**SITE:** Land off Ashfield Lane, Leominster, HR6 8RG  
**DESCRIPTION:** Erection of two detached single storey dwellings with detached car garages and access drives on site of former car garages.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193459&search=193459](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193459&search=193459)

**APPLICATION:** P193475  
**SITE:** Co-Operative Retail Store, Dishley Street, Leominster, Herefordshire, HR6 8P

**DESCRIPTION:** Propose to Fell Ash tree , health and safety issue , the tree is bringing up the pathway, trip hazard.

**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193475&search=193475](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193475&search=193475)



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

**APPLICATION:** P193561  
**SITE:** Trenwith, Hereford Road, Leominster HR6 8JU  
**DESCRIPTION:** Proposed second storey extension to rear of property for bedroom with gable to rear over half of kitchen below.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=193561&search=193561](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=193561&search=193561)

#### 8. DECISIONS

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

**APPLICATION:** P192745  
**SITE:** Nationwide, High Street, Leominster, HR6 8LZ  
**DESCRIPTION:** Replacement of existing fascia and projecting sign to the rear, works to include the preparation and decoration of existing shopfront.  
**COMMENT:** No objection.  
**DECISION** Approved with conditions

**APPLICATION:** P192746  
**SITE:** Nationwide, High Street, Leominster, HR6 8LZ  
**DESCRIPTION:** Replacement of existing Fascia and projecting sign  
**COMMENT:** No objection.  
**DECISION** Approved

**APPLICATION:** P193216  
**SITE:** 1 Caswell Crescent, Leominster, HR6 8BE  
**DESCRIPTION:** Certificate of lawfulness for proposed single storey side extension.  
**COMMENT:** Noted. Decision already made.  
**DECISION** Approved

**APPLICATION:** P192736  
**SITE:** 12-16 High Street, Leominster, Herefordshire, HR6 8LZ  
**DESCRIPTION:** Proposed HVAC system to be installed to existing Savers retail unit. 2 no. Toshiba A/C cassettes to be installed to sales floor ceiling, and 2 no. HVAC units to be installed at rear of unit.  
**COMMENT:** No objection subject to neighbouring properties not being affected by any noise emissions.  
**DECISION** Approved with Conditions.

#### 9. HIGHWAYS AND PARKING MATTERS



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

- (a) **Highway & Parking Matters** – To consider any parking and highway issues relating to the Parish of Leominster.
- (b) **The Hum** – To note that the annual catch-up meeting between the Town Council, BPI and Herefordshire Council is in the process of being arranged.

#### 10. LICENCING MATTERS

No licencing applications have been received to consider.

#### 11. DATE OF NEXT MEETING

The next meeting will be held on Monday 18<sup>th</sup> November 2019 in the Council Offices, 11 Corn Square, Leominster, HR6 8YP commencing at 6:00pm.

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 7<sup>th</sup> October 2019 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

---

**MEMBERS PRESENT:** Councillors Rosser (Chair), Herschy and Preece.

**OFFICER PRESENT:** Town Clerk.

**PH70/19 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Rumsey, Thomas and Williams.

**PH71/19 DECLARATIONS OF INTEREST**

The following Declarations of Interest was made:

- Cllr Herschy: P192900 & P193220

**PH72/19 HEREFORDSHIRE COUNCIL MEMBERS**

No Herefordshire Council members were present.

**PH73/19 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

**PH74/19 QUESTIONS FROM THE PUBLIC**

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

**PH75/19 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 19<sup>th</sup> August 2019 be agreed and signed as a correct record.

**PH76/19 PLANNING**

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

**APPLICATION:** P192900

**SITE:** 40 Broad Street, Leominster HR6 8BS

**DESCRIPTION:** Repair and conversion of existing barn into a single family home.

**COMMENT:** Recommend refusal for the following reasons:

- The balconies and patios within the proposal will result in an unacceptable level of overlooking into the gardens neighbouring properties;
- The proposal does have a number of other overlooking issues that need to be addressed;

- There is concern at the proposal to create a rear access into the property as this will damage the burgage wall, which must be protected;
- There is concern that the trees both on this property and in the neighbouring properties may be threatened and will not be protected in the future, and that applications will be submitted for removal of species such as yew.

**APPLICATION:** P193220

**SITE:** 40 Broad Street, Leominster HR6 8BS

**DESCRIPTION:** Listed Building Consent: Repair and conversion of existing barn into a single family home.

**COMMENT:** Recommend refusal for the following reasons:

- The balconies and patios within the proposal will result in an unacceptable level of overlooking into the gardens neighbouring properties;
- The proposal does have a number of other overlooking issues that need to be addressed;
- There is concern at the proposal to create a rear access into the property as this will damage the burgage wall, which must be protected;
- There is concern that the trees both on this property and in the neighbouring properties may be threatened and will not be protected in the future, and that applications will be submitted for removal of species such as yew.

**APPLICATION:** P193025

**SITE:** Priory Croft, Old School Rd, Leominster, HR6 8NJ

**DESCRIPTION:** Proposed change of use from dwelling to residential, institutional bedroom accommodation.

**COMMENT:** No objection.

**APPLICATION:** P193028

**SITE:** Crabtree Cottage, Hyde Ash, Leominster HR6 0JR

**DESCRIPTION:** Proposed extension to annexe.

**COMMENT:** No objection.

**APPLICATION:** P193040

**SITE:** Unit B1, Leominster Enterprise Park HR6 0LX

**DESCRIPTION:** Installation of a new entrance door to the south elevation with canopy and internal alterations.

**COMMENT:** No objection.

**APPLICATION:** P193055

**SITE:** Unit 1, Brierley Way, Leominster HR6 0RW

**DESCRIPTION:** Steel portal framed light industrial building

**COMMENT:** No objection.

**APPLICATION:** P193124  
**SITE:** The Vergers House, The Priory, Leominster, HR6 8EQ  
**DESCRIPTION:** T1 - Judus Tree - in need of 15% Reduction as it is overhanging the house and it has already had a branch failure.

**COMMENT:** No objection subject to the reduction be no more than 15% and no boughs are removed.

**APPLICATION:** P193249  
**SITE:** 2 Thomas Court, Green Lane, Leominster, HR6 8QJ  
**DESCRIPTION:** Proposed works to T1: Variegated Acer - reduce crown back to the original pruning points and balance crown. Too large for area, more light in garden required.

**COMMENT:** No objection subject to the reduction be no more than 15% and no boughs are removed.

#### **PH77/19 DECISIONS**

Committee noted the following planning decisions by Herefordshire Council:

**APPLICATION:** P192193  
**SITE:** Annadale, Caswell Terrace, Leominster HR6 8BB  
**DESCRIPTION:** Removal of 2 no. timber sheds and construction of rear two storey extension.

**COMMENT:** No objection  
**DECISION** Approved with Conditions

**APPLICATION:** P192970  
**SITE:** LWC Ltd, Southern Avenue, Leominster HR6 0QF  
**DESCRIPTION:** Non Material amendment to application 184577 (Proposed canopy at rear of site). Amendments - addition of vertical cladding to the rear elevation.

**COMMENT:** No objection.  
**DECISION** Approved

**APPLICATION:** P190923  
**SITE:** 2 - 4 Church Street, Leominster HR6 8NE  
**DESCRIPTION:** LBC – Proposed like for like replacement of sash windows.

**COMMENT:** Committee wished to support this application.  
**DECISION** Refused.

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

**COMMENT:** Noted.  
**DECISION** Approved with Conditions.



**PH78/19 HIGHWAYS AND PARKING MATTERS**

- (a) **Highway & Parking Matters** – Committee noted the following any parking and highway matters:
- Temporary traffic lights – It was noted that requests to remove temporary lights once work has been completed are acted upon and the lights should be removed within 24 hours;
  - Cllr Rosser had undertaken an inspection of the town centre highway network with the Locality Steward. Around 90% of the faults identified had already been recorded and were on the Balfour Beatty system. A number of additional items were identified for repair;
  - The standard of works to replace the highway following the installation of fibre cabling in the town centre was not adequate and would be addressed by Herefordshire Council in consultation with the company involved;
  - It was agreed to request Herefordshire Council to instruct Balfour Beatty to collect temporary signage relating to road works and traffic diversions which had not been removed once works had been completed.
- (b) **The Hum** – Committee requested that the annual catch-up meeting between the Town Council, BPI and Herefordshire Council be arranged as soon as practicable.

**PH79/19 LICENCING MATTERS**

No licencing applications have been received to consider.

**PH80/19 DATE OF NEXT MEETING**

Following discussion, it was **RESOLVED** that the next meeting would be brought forward and held on Monday 28<sup>th</sup> October 2019 in the Council Offices, 11 Corn Square, Leominster, HR6 8YP commencing at 6:00pm. The meeting scheduled for 4<sup>th</sup> November 2019 would be cancelled and rescheduled to take place on Monday 18<sup>th</sup> November 2019 at 6pm.

There being no other business the meeting closed at 6:40pm.

---

**CHAIR:**

---

**DATE:**