



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

Wednesday 28<sup>th</sup> November 2018

To: All Members of the Planning & Highways Committee:  
Councillors Rosser (Chair), Preece (Vice Chair), Bartlett, Davies, J Herschy,  
Rumsey, Thomas and Williams. (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 3<sup>rd</sup> December 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).



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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. **MINUTES OF PREVIOUS MEETING**  
To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 5<sup>th</sup> November 2018.

7. **PLANNING**

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

**APPLICATION:** P183516  
**SITE:** Greenhayes, 13 Barons Cross Road, Leominster, Herefordshire, HR6 8RL  
**DESCRIPTION:** Proposed first floor, two storey and single storey extensions.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=183516&search=183516](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=183516&search=183516)

**APPLICATION:** P183603  
**SITE:** B And Q, Mill Street, Leominster HR6 8EF  
**DESCRIPTION:** Works to trees (Hazel, Willow, Alder and Goat Willows). Cut back all branches that are encroaching and touching roof of building at left side. Lift all branches etc. up to 5m from ground as a canopy is forming from 2.4m.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=183603&search=183603](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=183603&search=183603)

**APPLICATION:** P183786  
**SITE:** 28 South Street, Leominster, Herefordshire, HR6 8JB  
**DESCRIPTION:** Listed Building Consent: Proposed pedestrian opening in an internal garden wall.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning-services/planning\\_application\\_search/details?id=183786&search=183786](https://www.herefordshire.gov.uk/info/200142/planning-services/planning_application_search/details?id=183786&search=183786)

**APPLICATION:** P183858  
**SITE:** 29-31 South Street, Leominster  
**DESCRIPTION:** Proposed conversion and change of use from single retail unit to two residential apartments.



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- LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=183858&search=183858](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=183858&search=183858)
- 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.
- LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=183910&search=183910](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=183910&search=183910)
- APPLICATION:** P183927  
**SITE:** Jubilee Building, Victoria Street, Leominster, Herefordshire, HR6 8LP  
**DESCRIPTION:** Proposed apartments.
- LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=183927&search=183927](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=183927&search=183927)
- APPLICATION:** P184043  
**SITE:** 35 Millers Close, Leominster, Herefordshire, HR6 8B  
**DESCRIPTION:** Conversion of integral garage to habitable use; provision of rear ground floor toilet extension; provision of 3rd bedroom by first floor extension above the garage.
- LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=184043&search=184043](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=184043&search=184043)
- APPLICATION:** P184066  
**SITE:** Land adjoining Glaslyn, Barons Cross Road.  
**DESCRIPTION:** Variation of Condition 2 180198/F (Proposed erection of 4 detached dwellings with new vehicular access) Amendments to plots 1 and 2.
- LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=184066&search=184066](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=184066&search=184066)
- APPLICATION:** P184119  
**SITE:** Aldi Supermarket, Ryelands Road, HR6 8NY  
**DESCRIPTION:** New additional external plant and associated plant enclosure required by internal refurbishment of the ALDI foodstore.



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**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=184119&search=184119](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=184119&search=184119)

#### 8. DECISIONS

To note the following planning decisions:

- APPLICATION:** P182888  
**SITE:** Unit 1, Croft Business Park, Leominster HR6 0QF  
**DESCRIPTION:** Proposed extension to the south elevation.  
**DECISION:** Approved with conditions
- APPLICATION:** P183109  
**SITE:** Broad Farm, Leominster HR6 0AN  
**DESCRIPTION:** Proposed cover to an existing cattle handling unit.  
**DECISION:** Approved with conditions
- APPLICATION:** P183195  
**SITE:** 1 Old Hall Cottages Brierley, Leominster HR6 0NU  
**DESCRIPTION:** LBS: Proposed to replace two windows  
**DECISION:** Approved with conditions
- APPLICATION:** P183221  
**SITE:** Norfolk House, 46 Etnam Street, Leominster  
**DESCRIPTION:** Convert former internal toilet block to form one new dwelling. Provision of six external mobility scooter stores with charging facilities.  
**DECISION:** Approved with conditions
- APPLICATION:** P183565  
**SITE:** 23 Merwald Close, Leominster HR6 8FA  
**DESCRIPTION:** Fall to ground level, cherry tree on front garden of 23 Merwald Close. Tree roots are growing back towards bungalow and the cherry fruit is becoming a problem for Mrs Vickress and her dog, who is eating the fallen cherries, which are also becoming a hazard for Mrs Vickress as she is an OAP. She plans to plant an ornamental tree in garden instead.  
**DECISION:** Works to trees in a conservation area can proceed.
- APPLICATION:** P183949  
**SITE:** Land at Waterworks Lane, Leominster, HR6 8AX  
**DESCRIPTION:** Prior notification of proposed demolition.  
**DECISION:** Prior approval not required.

#### 9. HIGHWAYS AND PARKING MATTERS

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



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- (b) **Highway & Parking Matters** – To consider any parking and highway issues relating to the Parish of Leominster.
10. **LICENCING MATTERS**  
Please see the attached application for 1 Corn Square.
11. **LEOMINSTER AREA NEIGHBOURHOOD PLAN**  
To receive an update if available.
12. **DATE OF NEXT MEETING**  
The next meeting will be held on Monday 17<sup>th</sup> December 2018 at **18:00hrs** 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 5<sup>th</sup> November 2018 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Preece (Chair), Rumsey and Williams

**OFFICER PRESENT:** Town Clerk.

**PH98/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Bartlett (Mayoral Engagement), Davies (Illness), Herschy (personal) and Rosser (holiday).

**PH99/18 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**PH100/18 HEREFORDSHIRE COUNCIL MEMBERS**

There were no Herefordshire Council members present.

**PH101/18 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**PH102/18 QUESTIONS FROM THE PUBLIC**

There were two members of the public present who made representations on planning applications P181874, P183768 and P183769.

**PH103/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 22<sup>nd</sup> October 2018 be agreed and signed as a correct record.

**PH104/18 PLANNING APPLICATIONS**

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

**APPLICATION:** P174097

**SITE:** Mile End, Broad Lane, Leominster HR6 0AL

**DESCRIPTION:** Amended – 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:** The application was noted and the Town Council wished to reiterate its support for any comments submitted by Luston Parish Council.

**APPLICATION:** P181874  
**SITE:** Trenwith, Hereford Road, Leominster HR6 8JU  
**DESCRIPTION:** Amended – Proposed second storey extension and conversion of the loft into a main bedroom with en-suite.  
**COMMENT:** Recommend refusal for the following reasons:

- The proposal would block the light from the neighbouring property due to its height and mass;
- The proposal would overlook the neighbouring property;
- The proposal would create a three storey residence which would be out of keeping with neighbouring properties;
- The proposal did not meet the criteria set out in Policy LANP20, New Extensions in Leominster.

**APPLICATION:** P183702  
**SITE:** Brunswick House, Hereford Road, Leominster HR6 8JS  
**DESCRIPTION:** Proposed new build mews house.  
**COMMENT:** Recommend refusal for the following reasons:

- Concern was expressed that the proposed access to the new property was too close to the existing entrance of the primary school and the school crossing;
- There were concerns regarding adequate site lines;
- The design of 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 and Policy LANP19, New Build in Leominster.

**APPLICATION:** P183766  
**SITE:** 9 Corn Square, Leominster HR6 8LT  
**DESCRIPTION:** Proposed new internal platform lift and associated works to provide level access for customers and staff via the side entrance of the branch. The external works involve the removal of 3no. steps to the side entrance, lowering of the existing double timber external doors and introduction of a new glazed over-panel above the doors constructed in timber to match the existing door and arched screen frames.  
**COMMENT:** No objection

**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 investigate 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.

**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.

**APPLICATION:** P183457  
**SITE:** Units 6 to 8, Brierley Way, Leominster HR6 0RW  
**DESCRIPTION:** Proposed boundary mesh fence.  
**COMMENT:** No objection

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

#### **PH105/18 DECISIONS**

Committee noted that there were planning decisions to consider.

#### **PH106/18 HIGHWAYS AND PARKING MATTERS**

- (a) **Transport Plan** – Committee noted that the plan was currently being developed and it was hoped that a draft would be available in December 2018 for consultation.



- (b) **The Hum** – Committee noted that no further update had been received.
- (c) **Highway & Parking Matters** – Committee agreed to submit the following issues to Herefordshire Council:
- Concern had been expressed by residents regarding an increase in parking on the pavement in Etnam Street and Falconer Place, especially during trading hours;
  - Concern had been expressed regarding parking on double yellow lines and the pavement in Bridge Street, especially during the evening.

**PH107/18 LICENCING MATTERS**

Committee noted that there were no licencing applications to consider relating to Leominster.

**PH108/18 LEOMINSTER AREA NEIGHBOURHOOD PLAN**

Committee noted that the Plan was currently being examined by the Examiner.

**PH109/18 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 3<sup>rd</sup> December 2018 at **19:00hrs** in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 7:37pm.

\_\_\_\_\_  
**CHAIR:**

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

# MEMORANDUM

To : RESPONSIBLE AUTHORITIES/INTERESTED PARTIES

From : LICENSING SECTION, ENVIRONMENTAL HEALTH AND TRADING STANDARDS

Tel : 01432 261761 My Ref : PR01837

Date : 8<sup>th</sup> November 2018 Your Ref :

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**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. Any responsible authority who has not already received your copy of the application please contact the Licensing Section on the above number. 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 4 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.*

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	Consultation Dates	Current Licences
The Press Room	1 Corn Square Leominster HR6 8LR	<u>Live Music (Indoors), Recorded Music (Indoors)</u> Friday – Saturday 18:00 – 23:00 Sunday 14:00 – 22:00  Sale/Supply of Alcohol (for consumption on and off the premises) Monday – Sunday 09:00 – 23:00	START: 09.11.2018  END: 06.12.2018	New Grant  DPS: Carol Bedford  PL289 Herefordshire Council

**EMMA BOWELL**  
**LICENSING TECHNICAL OFFICER**  
**ENVIRONMENTAL HEALTH AND TRADING STANDARDS**

## MEMORANDUM

To : LICENSING OFFICER

From :

Tel : My Ref :

Date : Your Ref :

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**LICENSING ACT 2003  
APPLICATION FOR NEW OR VARIATION OF PREMISES LICENCE  
THE PRESS ROOM**

Having assessed the above application, I would like to make the following representation:

Representation	Industry Guidance
PREVENTION OF CRIME & DISORDER	
PUBLIC SAFETY	
PREVENTION OF PUBLIC NUISANCE	
PROTECTION OF CHILDREN FROM HARM	

*REFERENCES*

*Please Reference the industry guidance from which your representation has been sourced.*

**OFFICER  
POSITION  
AUTHORITY**