



# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Tuesday 28<sup>th</sup> August 2018

To: All Members of the Planning & Highways Committee:  
Councillors Rosser (Chair), Preece (Vice Chair), Bartlett, Davies, Egan, J  
Herschy, Rumsey, Thomas and Williams. (2 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> September 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).



## 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 16<sup>th</sup> July 2018.
7. **PLANNING**
- (a) **Planning applications** – The following applications have been received from the Planning Authority and require comment:
- APPLICATION:** P181448 (Re-Consultation)  
**SITE:** Land at Morrisons Car Park, Barons Cross Road, Leominster  
**DESCRIPTION:** (Amended) Proposed erection of two storey restaurant with drive-thru, car parking, landscaping, play place and associated works. Installation of 2 no. COD (Customer Order Displays) with associated canopies.  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=181448&search=181448](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=181448&search=181448)
- APPLICATION:** P182765  
**SITE:** Land between Wharton Cottage and Bannut Tree Cottage, Wharton, Leominster  
**DESCRIPTION:** Proposed non-material amendment following application for approval of reserved matters (P163562/RM) – Raising the height of plot 5 with a new finish floor level of 72.90m  
**LINK:** [https://www.herefordshire.gov.uk/info/200142/planning\\_services/planning\\_application\\_search/details?id=182765&search=182765](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=182765&search=182765)
- (b) **Planning Consultations** – To note that the Hereford Area Plan Housing and Employment Site Options Consultation on housing and employment site options will run from Monday 20<sup>th</sup> August until Monday 8<sup>th</sup> October 2018. An exhibition will take place at The Courtyard, Edgar Street, Hereford, HR4 9JR on 22<sup>nd</sup> and 23<sup>rd</sup> August from 4-7pm, which will provide opportunities to view the plans and speak to officers. The displays and information will then move to Hereford Library until Friday 5<sup>th</sup> October.
8. **DECISIONS**  
To note the following planning decisions made by Herefordshire Council:
- APPLICATION:** P180049  
**SITE:** 4 Corn Square, Leominster HR6 8LX



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

**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.

**COMMENT:** Support this application.

**DECISION** Approved with conditions.

**APPLICATION:** P181466

**SITE:** Land adjacent to Petrol Filling Station, Safeway Service Road, Leominster HR6 8RH

**DESCRIPTION:** The installation of a freestanding 12m double sided shared totem.

**COMMENT:** See minute PH07/18.

**DECISION** Withdrawn

**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.

**DECISION** Approved with conditions.

#### 9. HIGHWAYS AND PARKING MATTERS

- (a) **Transport Subsidy** – To consider continuing with the current subsidy for the 427 replacement service. Council has been informed that few passengers have recently moved away but the service continues to be useful to its regular service users. The current arrangement with the Town Council ends in September 2018 so Committee is requested to consider whether to continue with the subsidy for the 427 from 1<sup>st</sup> October 2018. Please see the attached details of usage.
- (b) **Highway & Parking Matters** – To consider any parking and highway issues relating to the Parish of Leominster.



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

**10. LICENCING MATTERS**

There are no licencing matters to consider at the time of the agenda publication.

**11. LEOMINSTER AREA NEIGHBOURHOOD PLAN**

No further update is available at present.

**12. DATE OF NEXT MEETING**

The next meeting will be held on Monday 1<sup>st</sup> October 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 13<sup>th</sup> August 2018 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Bartlett, Rumsey, Thomas and Williams.

**ALSO PRESENT:** Ward Cllr Stone.

**OFFICER PRESENT:** Town Clerk.

**PH50/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Herschy (holiday), Preece (work) and Davies (Illness). Cllr Egan was absent.

It was **RESOLVED** to invite Cllr Williams to sit on the Committee.

**PH51/18 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**PH52/18 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.

**PH53/18 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**PH54/18 QUESTIONS FROM THE PUBLIC**

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

**PH55/18 THE HUM**

Committee noted the report of the meeting held on Wednesday 27<sup>th</sup> June 2018 and that it had been considered by Full Council at its meeting on Monday 30<sup>th</sup> July 2018. It was further noted that the matter had been on the local BBC news.

**PH56/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 16<sup>th</sup> July 2018 be agreed and signed as a correct record.

**PH57/18 PLANNING APPLICATIONS**

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

**APPLICATION:** P181386  
**SITE:** Firtree Cottage, Ginhall Lane, Leominster HR6 9AQ  
**DESCRIPTION:** Proposed garage extension.  
**COMMENT:** No objection provided the garage extension is utilised exclusively for domestic purposes and that no business activity is undertaken on site.

**APPLICATION:** P181874  
**SITE:** Trenwith, Hereford Road, Leominster HR6 8JU  
**DESCRIPTION:** Proposed second storey extension and conversion of the loft into a main bedroom with en-suite.  
**COMMENT:** No objection subject to the extension not being larger than 50% of the current dwelling, that it met the LANP20 policy of the Neighbourhood Plan and met the relevant Herefordshire Council Core Strategy policy on extensions. Some concern was expressed regarding the loss of light in the neighbouring property.

**APPLICATION:** P181899  
**SITE:** The Cottage, Ivington Rd, Newtown HR6 8QD  
**DESCRIPTION:** Proposed works to property (including works to doors, windows, chimney, access, demolition of coal/fuel store, WC, garage and erection of new garage).  
**COMMENT:** Fully support the comments and conditions outlined of the Building Conservation Officer regarding the works.

**APPLICATION:** P181900  
**SITE:** The Cottage, Ivington Rd, Newtown HR6 8QD  
**DESCRIPTION:** Listed Building Consent: Proposed works to property (including works to doors, windows, chimney, access, demolition of coal/fuel store, WC, garage and erection of new garage).  
**COMMENT:** Fully support the comments and conditions outlined of the Building Conservation Officer regarding the works.

**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.

**APPLICATION:** P182024  
**SITE:** Alba, Bargates, Leominster HR6 8EY  
**DESCRIPTION:** Listed Building Consent: 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 LANP20 which requires any development to use materials similar in appearance to those of the exterior of the existing house.

**APPLICATION:** P182227  
**SITE:** 9 Corn Square, Leominster HR6 8LT  
**DESCRIPTION:** Proposed new external ramp and steps to main entrance.  
**COMMENT:** Recommend refusal of this application for the following reasons:

- Fully support the objections outlined by the Building Conservation Officer regarding the proposed ramp;
- It is against Policy LANP18 which requires any development not to have a negative impact on the heritage, character and appearance of the town centre;
- The proposal will have a negative impact on the Friday and Farmers Markets that are held regularly in Corn Square.

**APPLICATION:** P182493  
**SITE:** 90 Etnam Street, Leominster HR6 8AN  
**DESCRIPTION:** Proposed construction of new enclosed porch.  
**COMMENT:** No objection subject to the materials used being in keeping with the current materials, and the comments and conditions outlined by the Building Conservation Officer be taken into consideration.

**APPLICATION:** P182494  
**SITE:** 90 Etnam Street, Leominster HR6 8AN

**DESCRIPTION:** Listed Building Consent: Proposed construction of new enclosed porch.

**COMMENT:** No objection subject to the materials used being in keeping with the current materials, and the comments and conditions outlined by the Building Conservation Officer be taken into consideration.

**APPLICATION:** P182576

**SITE:** 4 Thomas Court, Green Lane, Leominster HR6 8QJ

**DESCRIPTION:** LBS: Proposed replacement central heating boiler with Worcester Bosch combination boiler. A new flue (painted black) will exit the front elevation approx. midway between existing dormer windows.

**COMMENT:** No objection.

**APPLICATION:** P182859

**SITE:** 92a Bargates, Leominster HR6 8QS

**DESCRIPTION:** T1 – Copper Beech Tree. Slightly crown thin (20%) as per BS3998 standard. Cuts no greater than 80mm in diameter. Slight reduction of branches from guttering of house. T2 – Sweet Chestnut – Crown raise by 10m from path of road.

**COMMENT:** No objection subject to the views of the Tree Officer.

#### **PH58/18 DECISIONS**

Committee noted the following planning decisions made by Herefordshire Council:

**APPLICATION:** P174737

**SITE:** 43-45 High Street, Leominster

**DESCRIPTION:** Listed Building Consent: Proposed conversion of upper floors to form 2 self-contained flats

**COMMENT:** No objection subject to the views of the Conservation Officer, the repairs preserve the existing features and that provision for waste and recycling storage is provided within the curtilage of the building.

**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:** It was agreed to respond to this via written representation.

**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:** P181644 & 181649 (LBC)  
**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:** 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.  
**DECISION** Approved with conditions.

**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.

**PH59/18 HIGHWAYS AND PARKING MATTERS**

Committee was informed that the building known as the Royal Oak at the end of Etnam Street was in a very poor state of repair and some of the building fascia had fallen off. Concern was expressed that this could cause a danger to pedestrians and traffic below if pieces of building masonry fell onto the pavement.

It was agreed to contact Herefordshire Council to express the concerns raised and to request that enforcement action be taken to ensure that urgent repairs to this significant building that was in danger be carried out.

**PH60/18 LICENCING MATTERS**

Committee noted that there were no licencing matters to consider.

**PH61/18 LEOMINSTER AREA NEIGHBOURHOOD PLAN**

Committee noted that it has been confirmed by the Examiner, Mr Richard High, that the conclusion of the examination would be suspended until he had had the chance to consider the review of the Habitats Regulation Assessment (HRA) and the necessary consultation on it.

It was confirmed that the HRA for Leominster NDP would need to be revisited in light of the recent Court of Justice of the European Union People over Wind and Peter Sweetman vs Coillte judgement. All revised HRA would be subject to a 5 week consultation, therefore it was anticipated that this would not be concluded until 17<sup>th</sup> September 2018.

**PH62/18 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 3<sup>rd</sup> September 2018 at 18:00hrs in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 8:01pm.

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**CHAIR:**

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**DATE:**

LEOMINSTER TOWN COUNCIL

427 REPLACEMENT SERVICE USAGE TABLES

Month	Subsidy from LTC	Nbr members	Fares collected
Apr-17	87	5	74
May-17	97	6	113
Jun-17	120	6	145
Jul-17	108	6	104
Aug-17	129	6	83
Sep-17	147	6	118
Oct-17	112	8	97
Nov-17	95	9	109
Dec-17	81	10	73
Jan-18	118	10	84
Feb-18	118	10	84
Mar-18	75	10	65
Apr-18	120	8	89
May-18	126	8	82
Jun-18	145	8	116
Jul-18	134	8	75
	1,812		1,511

Community Wheels charges £56/day (ie one return journey)  
 Runs in 6-monthly subscriptions, current one finishing on 30th  
 Sept