



# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Tuesday 7<sup>th</sup> July 2020

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 13<sup>th</sup> July 2020 commencing at 19:00 hours** via 'Zoom' on the following dedicated link:

**Meeting ID:** 815 9256 3003

Press and public are cordially invited to attend. Those wishing to join the meeting should contact the clerk on [townclerk@leominstertowncouncil.gov.uk](mailto:townclerk@leominstertowncouncil.gov.uk) in advance for the meeting password.

Julie Debbage  
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



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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.

**6. MINUTES OF PREVIOUS MEETING**

To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 22<sup>nd</sup> June 2020.

**7. PLANNING**

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

**APPLICATION NO & SITE ADDRESS:** Planning Re-consultation - 201564 - South View, 3 Stretfordbury, Stoke Prior, Leominster, Herefordshire HR6 0LP

**DESCRIPTION:** Proposed two storey extension.

**APPLICANT(S):** Mr & Mrs Graham

**GRID REF:** OS 352791, 257906

**APPLICATION TYPE:** Full Householder

**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 201762 - Hivron, 29 Barons Cross Road, Leominster, Herefordshire, HR6 8RL

**DESCRIPTION:** Proposed front entrance porch and hallway.

**APPLICANT(S):** Mr Philip Richards

**GRID REF:** OS 348562, 258775

**APPLICATION TYPE:** Full Householder

**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 201815 - 15 Church Street, Leominster, Herefordshire, HR6 8NE

**DESCRIPTION:** Proposal to re-roof building, awning and associated works

**APPLICANT(S):** Ms Jill Hanna

**GRID REF:** OS 349695, 259144

**APPLICATION TYPE:** Listed Building Consent

**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>



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- (b) **Affordable Housing Survey** – To discuss the Herefordshire Council Survey.  
The current Supplementary Planning Document needs to be revised and updated as a result of the 2019 changes within the National Planning Policy Framework. A dedicated Affordable Housing Supplementary Planning Document will support and offer guidance on the different types of affordable housing that is required within the county to meet the needs of Herefordshire's community.
- (c) **Encroachment of garden land onto access** – To discuss the issue raised by a resident and agree the best course of action.

#### 8. DECISIONS

The following planning decisions had been received from Herefordshire Council.

##### Leominster South

**Number:** P200453/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** 1 Bank Court, West Street, Leominster, Herefordshire. HR6 8FE

**Proposal:** Proposed alterations to regularise with permission DCNC2003/1795/L (Retrospective)

**Comment:** No Objection

##### Leominster North & Rural

**Number:** P200874/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Full Householder

**Location:** The Gables 110A Bridge Street Leominster HR6 8DZ

**Proposal:** Proposed free standing single storey studio in rear garden, replacing existing workshop/garage.

**Comment:** Objection due to size of the replacement building and the Leominster Area Neighbourhood Plan Objective 3. viii: Discourage infilling of green spaces such as gardens.

#### 9. HIGHWAYS AND PARKING MATTERS

- (a) **Highway & Parking Matters** – To consider any parking and highway issues relating to the Parish of Leominster.
- (b) **Cycling and Walking COVID-19 response** – To receive an update on the consultation by Herefordshire Council.



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**10. LICENCING MATTERS**

No licencing applications have been received to consider.

**11. DATE OF NEXT MEETING**

The next meeting will be held on Monday 10<sup>th</sup> August 2020 at 7pm either via Zoom or dependent on social distancing restrictions being lifted, in the Council Offices, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 22<sup>nd</sup> June 2020 commencing at 19:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Williams (Vice-Chair), Herschy (19.17), Parris, Preece, Rumsey and Thomas.

**ALSO PRESENT:** Ward Cllr Bartlett, Ward Cllr Stone and Ward Cllr. Harrington (Cabinet Member for Infrastructure & Transport)

**OFFICER PRESENT:** Town Clerk.

**PH24/20 APOLOGIES FOR ABSENCE**

No apologies were received.

**PH25/20 DECLARATIONS OF INTEREST**

No Declarations of Interest were made.

**PH26/20 HEREFORDSHIRE COUNCIL MEMBERS**

Herefordshire Council members were in attendance in an advisory role and were not involved in any decision making.

**PH27/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

**PH28/20 QUESTIONS FROM THE PUBLIC**

No members of the public were present.

At this point the Chair proposed to bring forward item 9. on the agenda as Cllr Harrington had attended the meeting to clarify several queries for the committee.

**PH29/20 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 1<sup>st</sup> June 2020 be agreed and will be signed as a correct record when social distancing restrictions are lifted.

**PH30/20 PLANNING**

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

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	Planning Consultation - 201564 - South View, 3 Stretfordbury, Stoke Prior, Leominster, Herefordshire HR6 0LP
<b>DESCRIPTION:</b>	Proposed two storey extension.
<b>APPLICANT(S):</b>	Mr & Mrs Graham
<b>GRID REF:</b>	OS 352791, 257906
<b>APPLICATION TYPE:</b>	Full Householder
<b>WEBSITE LINK:</b>	

**COMMENT:**

- (b) **Section 106 allocation** – At the last meeting of the Market Towns Forum, the Mayor had been given a list of s106 funding that was outstanding. Whilst much of the funding was allocated to Transport and Highways projects, some funding was allocated to provide new play equipment. The Chair asked Cllr. Bartlett to explain how s106 monies are allocated and Cllr. Bartlett informed the committee that the monies are allocated at the beginning of the planning process and that it is usually an officer decision. As some projects can take a number of years to complete, sometimes the community priorities change over the years and it is not possible to re-allocate the funding. Following discussion, it was decided that the Town Council should identify a list of possible s106 projects so that these could be inserted on the portal by the Town Clerk when submitting planning comments. Cllr. Thomas pointed out that there was s106 money available to upgrade the play area on Ropewalk Avenue, but the access from the new estate on Westcroft, which should have been installed, hadn't been put in and there was now a house built where the access path was supposed to be. This meant that children had to walk some distance to access the play area.  
**ACTION:** Cllr. Harrington to investigate the situation and update the Town Council.

**PH31/20 DECISIONS**

The committee **RESOLVED** that the clerk should write to the Herefordshire Council Planning Department regarding decisions made by Herefordshire Council that conflicted with the Leominster Neighbourhood Development Plan. Cllr. Harrington was asked about whether the Phosphate issue had been addressed yet. Cllr. Harrington replied that the Environment Agency were responsible for the rivers and active management would be needed along with a change to land management practices. There is funding to provide wetlands to alleviate the issue and farming communities would need to be engaged.  
**ACTION:** Cllr. Harrington will feed back to the Town Council following a meeting on the matter.

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting:

**Leominster North & Rural**

**Number:** P200480/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions - Appeal decision

**Type:** Full Householder

**Location:** 4 Sunningdale Bridge Street Leominster Herefordshire HR6 8EH

**Proposal:** Proposed two storey (East) side extension and two storey rear extension

**Comment:** Objection – due to size of development and the Leominster Area Neighbourhood Plan Objective 3. Viii: Discourage infilling of green spaces such as gardens.

**Leominster West****Number:** P200760/F**Current status:** Determination Made**Decision:** Approved with Conditions - Appeal decision**Type:** Planning Permission**Location:** Stag Batch House Monkland Road Leominster Herefordshire HR6 9DA**Proposal:** Erection of a straw storage shed and roofing over cattle handling area**Comment:** No Comment**Leominster East****Number:** P200523/F**Current status:** Determination Made**Decision:** Approved with Conditions - Appeal decision**Type:** Planning Permission**Location:** Alexander And Duncan Southern Avenue Leominster Herefordshire HR6 0QB**Proposal:** Proposed replacement building.**Comment:** No Objection – Please bear in mind the close proximity of St. Botolphs housing estate when carrying out work**Leominster South****Number:** P200725/A**Current status:** Determination Made**Decision:** Approved with Conditions - Appeal decision**Type:** Advertisement Consent**Location:** Morrisons Supermarket Leominster Herefordshire HR6 8RH**Proposal:** Proposed installation of 4 no. internally illuminated fascia adverts to proposed 'Click and Collect' facility.**Comment:** No Objection**Leominster South****Number:** P200852/K**Current status:** Determination Made**Decision:** Trees in Cons Area Works Can Proceed - Appeal decision**Type:** Works to Trees in a Conservation Area**Location:** Hillcrest 143 Bargates Leominster Herefordshire HR6 8QS**Proposal:** Reduce 3 leylandii trees by 50%.**Comment:** No Objection**Leominster North & Rural****Number:** P201424/K**Current status:** Determination Made**Decision:** Trees in Cons Area Works Can Proceed Appeal decision**Type:** Works to Trees in a Conservation Area**Location:** 110 Bridge Street Leominster HR6 8DZ**Proposal:** Pollard two ash trees, due to over shading of two gardens and trees too big for gardens.**Comment:** No Objection

## PH32/20 HIGHWAYS AND PARKING MATTERS

### (a) Highway and Parking Matters

- Free Parking in Herefordshire Council owned car parks had been extended from 27<sup>th</sup> June – 24<sup>th</sup> July 2020 – Cllr. Thomas thanked Cllr. Harrington and other Herefordshire Councillors for suspending the parking charge to encourage people to shop locally and support local businesses.
- Cllr. Thomas informed the committee that the drain covers on Barons Cross Road are beginning to work loose again after being reset several times and this is causing a noise nuisance for residents, particularly at night when lorries use the road in number.
- The committee discussed the area of highway sinkage in West Street. Cllr. Bartlett explained that this is currently being dealt with by the streetworks department at Balfour Beatty.

### (b) Speeding Incidents

- The clerk has contacted the Safer Roads Partnership to discuss the matter further and they agreed that Leominster could be included on a list for speed data gathering once the traffic patterns return to a more stable level.
- The speed monitoring site on Barons Cross Road had been suspended for enforcement but activities have now been resumed.

### (c) Cycling and Walking COVID-19 response

- Cllr. Thomas enquired when the re-allocation of the road space would begin and Cllr. Preece raised concerns about the proposals on behalf of some of the businesses in town, stating that they would need to be reassured and consulted. It was discussed that there was a difference of opinion on the matter and Cllr. Parris asked if it could be clarified whether mobility scooters could enter the re-allocated road space. It was also questioned if bicycles would be safe to use the area with pedestrians.  
**ACTION:** Cllr. Harrington to check and feedback to the clerk about the consultation and mobility scooter and bike access.

Ward Councillors Harrington and Bartlett both left the meeting at 19.49.

## PH33/20 LICENCING MATTERS

The clerk brought a letter from Herefordshire Council to the attention of the Committee. It was from the Principal Licencing Officer and the Licencing Officer from Hereford Police Station requesting the Town Council's help in sharing a letter with local pubs and restaurants regarding the utilisation of outdoor areas for pavement cafes and bars to support social distancing.

Following a discussion, during which concerns were raised regarding drinking in the streets and the consequences, it was suggested that this would be a variation of existing licences and that the letter aimed to facilitate initial discussions, with a need for businesses to submit plans so that licencing officers could make contact and offer advice. It was **RESOLVED** for the Town Council to



circulate this letter to ensure that pubs and restaurants had the opportunity to discuss their requirements and plans as soon as possible.

**PH34/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 13<sup>th</sup> July 2020 commencing at 7:00pm either remotely via Zoom or in the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business the meeting closed at 20.17 hours.

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**CHAIR:**

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