



## LEOMINSTER TOWN COUNCIL

### PLANNING & HIGHWAYS COMMITTEE

Tuesday 31<sup>st</sup> August 2021

To: All Members of the Planning & Highways Committee:  
Councillors Herschy (Chair), Thomas (Vice-Chair), Bartlett, Marsh, Preece, Rosser,  
Rumsey, and Williams.  
(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 6<sup>th</sup> September 2021 commencing at 18:00 hours** in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

***Julie Debbage***

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 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 16<sup>th</sup> August 2021.

7. **PLANNING**

(a) **Planning applications** – The following applications have been received from the Planning Authority and require comment for determination by Herefordshire Council:

**Application no & site address:** Planning Consultation – **212821** - 15 South Street, Leominster, Herefordshire HR6 8JA

**Description:** Proposed replacement of two rear bedroom windows with like for like wooden sash windows.

**Applicant(s):** Mr Philip Cornell

**Grid ref:** OS 349647, 258945

**Application type:** Listed Building Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Consultation – **213057** – 10 South Street (Ground Floor), Leominster, Herefordshire HR6 8JB

**Description:** Proposed change of use of ground floor from E(c) to self-contained residential apartment (C3).

**Applicant(s):** Mr & Mrs Crofts

**Grid ref:** OS 349607, 258930

**Application type:** Planning Permission

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Consultation – **213058** – 10 South Street (Ground Floor), Leominster, Herefordshire HR6 8JB

**Description:** Proposed change of use of ground floor from E(c) to self-contained residential apartment (C3).

**Applicant(s):** Mr & Mrs Crofts

**Grid ref:** OS 349607, 258930

**Application type:** Listed Building Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Re-consultation – **211156** – 40A  
Broad Street, Leominster, Herefordshire HR6 8BS

**Description:** Proposal to repair and extend existing barn and convert to residential accommodation.

**Applicant(s):** Mr and Mrs Keith Edmonds

**Grid ref:** OS 349652, 259263

**Application type:** Planning Permission

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Re-consultation – **211157** – 40A  
Broad Street, Leominster, Herefordshire HR6 8BS

**Description:** Proposal to repair and extend existing barn and convert to residential accommodation.

**Applicant(s):** Mr and Mrs Keith Edmonds

**Grid ref:** OS 349652, 259263

**Application type:** Listed Building Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Consultation – **213133** – Leominster  
Motors, Southern Avenue, Leominster, Herefordshire HR6 0QF

**Description:** Proposed display of 5 internally illuminated fascia signs.

**Applicant(s):** Scarlett Dotkova

**Grid ref:** OS 349688, 257776

**Application type:** Advertisement Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Re-consultation – **212121** – 1  
Drapers Lane, Leominster, Herefordshire HR6 8ND

**Description:** Proposed alteration of ground, first and second floors to create two one-bedroom flats with access from ground floor.

**Applicant(s):** Alex Higgins

**Grid ref:** OS 349660, 259103

**Application type:** Planning Permission

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Re-consultation – **212122** – 1  
Drapers Lane, Leominster, Herefordshire HR6 8ND

**Description:** Proposed alteration of ground, first and second floors to create two one-bedroom flats with access from ground floor.

**Applicant(s):** Alex Higgins

**Grid ref:** OS 349660, 259103

**Application type:** Listed Building Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

**Application no & site address:** Planning Consultation – **212669** – 32 Burgess Street, Leominster, Herefordshire HR6 8DE

**Description:** Proposed internal works to add bathroom on top floor. Replacement of door and 4 windows to front elevation (like for like).

**Applicant(s):** Mr Ieuan Price

**Grid ref:** OS 349485, 259115

**Application type:** Listed Building Consent

**Website link:** <http://www.herefordshire.gov.uk/searchplanningapplications>

## 8. DECISIONS

The following planning decisions had been received from Herefordshire Council. This list covers the period since publishing the last agenda until 20<sup>th</sup> August 2021.

### **Leominster South**

**Number:** P212637/J

**Current status:** Determination Made

**Decision:** Trees covered by TPO – Consent Granted

**Type:** Works to trees covered by TPO

**Location:** Archer House, Ryelands Road, Leominster, Herefordshire HR6 8PN

**Proposal:** Proposed works to T1 - Atlas Cedar. Reduce large limb overhanging garage and neighbouring car park to release weight loading and minimise risk of failure in future.

**Comment:** No Comment

### **Leominster West**

**Number:** P212194/F

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Planning Permission

**Location:** 1 Richmond Villas, Barons Cross Road, Leominster, Herefordshire HR6 8RS

**Proposal:** Proposed change of use of B&B to dwelling house (C3).

**Comment:** No Objection

### **Leominster West**

**Number:** P211605/RM

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Approval of Reserved Matters

**Location:** Land at Stag Batch House, Monkland Road, Leominster, Herefordshire HR6 9DA

**Proposal:** Application for approval of reserved matter following outline approval 201466 (Proposed erection of a rural enterprise worker's dwelling and associated works with matters of landscaping reserved for future consideration).

**Comment:** Objection due to lack of information.

**9. HIGHWAYS AND PARKING MATTERS**

- (a) Highway and Parking Matters** - To consider any parking and highway issues relating to the Parish of Leominster.
- (b) Signage** – To discuss Herefordshire Council’s guidelines regarding the siting of A boards around the town.
- (c) Herefordshire Air Quality Monitoring Station (AQMS) Project** – to note the proposals to provide a new AQMS in Leominster.

**10. LICENCING MATTERS**

There have been no licencing applications received.

**11. DATE OF NEXT MEETING**

The next meeting will be held on Monday 4<sup>th</sup> October 2021 in the Council Chamber, 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 16<sup>th</sup> August 2021 commencing at 18:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

---

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

**OFFICERS PRESENT:** Town Clerk, Democratic Services Officer.

**PH58/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Bartlett (Meeting) and Cllr Preece (Work).

**PH59/21 DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

**PH60/21 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.

**PH61/21 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

**PH62/21 QUESTIONS FROM THE PUBLIC**

A letter had been received from a member of the public. The following matter was raised:

- **Road gullies and gutters** – a request was made to contact Balfour Beatty to arrange for the road gullies and gutters to be cleaned as they are currently full of weeds and grass.

The clerk will contact Balfour Beatty to find out whether they can clear the gullies and gutters. It was noted that defects can be logged on the Herefordshire Council website at [Report road problems](#).

**PH63/21 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 26th July 2021 be agreed and signed as a correct record.

## PH64/21 PLANNING

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

**Application no & site address:** Planning Consultation - **212827** – 17 Middlemarsh, Leominster, Herefordshire HR6 8UP  
**Description:** Proposed works to T1: Scotts Pine - to remove. T2: Scotts Pine – tree is dead.  
**Applicant(s):** Mr R Wall  
**Grid ref:** OS 349568, 259891  
**Application type:** Works to trees covered by TPO  
**Comment:** Objection to the removal of T1. No Objection to the removal of T2.

**Application no & site address:** Planning Consultation - **212094** – Pinsley Park, Cholstrey, Leominster, Herefordshire HR6 9AP  
**Description:** To erect a steel portal frame shed for the purpose of the handling of livestock.  
**Applicant(s):** Mr Michael Price  
**Grid ref:** OS 347136, 259749  
**Application type:** Planning Permission  
**Comment:** No Objection

**Application no & site address:** Planning Consultation - **212882** – 20 Woodfen Crescent, Leominster, Herefordshire HR6 8SS  
**Description:** T1 - Robinia - reduce the top crown down back to the original pruning points, remove any major deadwood over 40mm - reduce the outer limbs by 2-3m to balance the crown.  
**Applicant(s):** Mr Cotton  
**Grid ref:** OS 348597, 259011  
**Application type:** Works to trees covered by TPO  
**Comment:** No Objection

**Application no & site address:** Planning Consultation - **212863** – The Forbury Residential Home, Church Street, Leominster, Herefordshire HR6 8NQ  
**Description:** Proposed installation of a 58 panel solar PV system to the roof pitches of residential care home and associated buildings.  
**Applicant(s):** Mr Lutton  
**Grid ref:** OS 349724, 259202  
**Application type:** Planning Permission  
**Comment:** No Objection

**Application no & site address:** Planning Consultation - **212864** – The Forbury Residential Home, Church Street, Leominster, Herefordshire HR6 8NQ  
**Description:** Proposed installation of a 58 panel solar PV system to the roof pitches of residential care home and associated buildings.

**Applicant(s):** Mr Lutton

**Grid ref:** OS 349724, 259203

**Application type:** Listed Building Consent

**Comment:** No Objection

(b) **Strategic Housing Provision** – Committee **RESOLVED** to advise Herefordshire Council of the following sites for potential development:

- The site of the Southern Urban Extension (SUE) – small scale development on the east of site bordering Hereford Road;
- Possible retirement living near the proposed new Health Hub ref. Market Towns Investment Plan (MTIP);
- Bottom of Etnam Street / Worcester Road – industrial at present;
- West Winds (Cholstrey Road) – identified but not yet built;
- The Old Library – currently Citizen Housing (former SHYPP building);
- The whole town centre - unused accommodation above retail premises;
- Bridge Street – currently business space that could be relocated to the industrial estate;
- South Street petrol station site.

Committee suggested the following additional areas for consideration:

- Solar panels are installed on all properties;
- All sites should be within the settlement boundary of the Neighbourhood Development Plan;
- The infrastructure of the town centre should be safeguarded.

(c) **The Royal Oak**– Committee noted that the Senior Building Control Surveyor at Herefordshire Council has advised that the external walls have been examined and loose render and slates have been removed. The building will continue to be monitored until refurbishment of the structure has been undertaken.

## PH65/21 DECISIONS

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

### **Leominster East**

**Number:** P211965/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Full Householder

**Location:** 2a Caswell Crescent, Leominster, Herefordshire HR6 8BE

**Proposal:** Proposed detached annexe ancillary to main dwelling.

**Comment:** Objection - Recommend refusal for the following reasons as stated in previous application 173006 and conflicts with the design guide in LANP15 appendix 4:

- The proposal constitutes over-development of the site;
- The proposal is a detached property within the curtilage of an existing property. This constitutes back-land development and is against the adopted Core Strategy policies related to extensions of dwellings;
- The proposal is to be sited against the fence of a neighbouring property without



any gap which is unacceptable and may lead to overlooking issues and privacy issues;

- The proposal is of poor design and is out of keeping with the area both in design and location.

Committee **RESOLVED** to submit a complaint regarding the approval of planning application P211965/FH.

**Leominster South**

**Number:** P212016/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Full Householder

**Location:** 87 Westcroft, Leominster, Herefordshire HR6 8HQ

**Proposal:** Proposed first floor extension above garage.

**Comment:** No Objection

**PH66/21 HIGHWAYS AND PARKING MATTERS**

**(a) Highway and Parking Matters**

- It was reported that vehicles are parking at the end of Pierrepont Road and blocking the view from a resident's drive. The matter will be reported to the Balfour Beatty.

**(b) Signage** - It was reported that A boards around the town are continuing to cause accessibility problems for wheelchairs and buggies. The clerk has contacted Herefordshire Council regarding the latest policy on the siting of A boards during COVID-19 and is awaiting a response.

**PH67/21 LICENCING MATTERS**

Committee noted that no licencing applications had been received.

**PH68/21 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 6<sup>th</sup> September 2021 commencing at **18:00 hours** in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 19.18 hours.

**CHAIR:**

**DATE:**