



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Wednesday 16th March 2022

To: All Members of the Planning & Highways Committee:
Councillors Herschy (Chair), Thomas (Vice-Chair), Bartlett, Hanna, Jacquet, 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 21st March 2022 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 28th February 2022.

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 – **220714** – 7 Wynyard Close, Leominster, Herefordshire HR6 8HH

Description: Proposed attached garage

Applicant(s): Mr D Townsend

Grid ref: OS 348806, 258708

Application type: Full Householder

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

Application no & site address: Planning Consultation – **220656** – Clyde House, Barons Cross Road, Leominster, Herefordshire HR6 8QX

Description: Proposed single storey front extension and detached garage

Applicant(s): Mr Chris Nicholas

Grid ref: OS 348715, 258888

Application type: Full Householder

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

Application no & site address: Planning Consultation – **220727** – 6 Godiva Road, Leominster, Herefordshire HR6 8UQ

Description: Proposed first floor extension on top of existing garage to create new bedroom and en-suite.

Applicant(s): Mr Adam Jones

Grid ref: OS 348198, 258906

Application type: Full Householder

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

(b) **Planning Application Decisions made under Delegated Powers to the Clerk**

– The following application has had a reply submitted following consultation with Councillors on the Planning & Highways Committee:

Application no & site address: Planning Consultation – **220273** – 41,43 & 45 Pump Piece, Leominster, Herefordshire HR6 8HR

Description: Proposed change of use from registered care home (C2) to dwelling house C3(B). Single storey rear extension and front elevation alterations to no 41 and associated disabled access modifications, including access ramps to front and rear gardens.

Applicant(s): Mr Deepesh Patel

Grid ref: OS 349046, 258764

Application type: Planning Permission

Comment: The application was considered at the meeting on 28th February 2022 and councillors expressed concern that the application wasn't clear about the future of the building and the that the town would lose accommodation for people that require additional support. They requested an extension and asked for more information, which hasn't yet been received.

- (c) **Environment Building Standards Consultation** – to consider the draft Environmental Building Standards Supplementary Planning Document. Please see attached documents.
- (d) **Tree at Minster Court, South Street, Leominster** – to note the felling of a tree on an approved 5-day notice.

8. DECISIONS

The following planning decisions had been received from Herefordshire Council. This list covers the period since publishing the last agenda until 11th March 2022.

Leominster East

Number: P214435/L

Current status: Determination Made

Decision: Approved

Type: Listed Building Consent

Location: 81 Etnam Street, Leominster, Herefordshire HR6 8AE

Proposal: Proposed repair of the 3 sash windows at the front of the house.

Comment: No Objection

Leominster East

Number: P214329/F

Current status: Determination Made

Decision: Refused

Type: Planning Permission

Location: Land at Dukes Walk, Leominster, Herefordshire HR6 8AE

Proposal: Proposed property (retrospective).

Comment: Objection. Please refer to the proposed enforcement for non-compliance with 2011 plans.

Leominster South

Number: P214194/L

Current status: Determination Made

Decision: Approved with Conditions

Type: Listed Building Consent

Location: 1 Old Hall Cottages, Brierley, Leominster, Herefordshire HR6 0NU

Proposal: Proposed replacement of ill-fitting and front door originally installed c. 1990s with bespoke solid oak front door more in keeping with the age and look of property facade.

Comment: No Objection

9. HIGHWAYS AND PARKING MATTERS

- (a) Highway and Parking Matters** - To consider any parking and highway issues relating to the Parish of Leominster.
- (b) Extraordinary Market Towns Maintenance Fund** – Herefordshire Council have awarded the market towns a sum of £750k to spend on town maintenance which Balfour Beatty have been asked to deliver. To consider the proposed list of items (and determine the priority order) to spend the funds on to support the maintenance of the town.
- (c) Leominster Locality Steward Engagement Survey** – To consider the survey from Balfour Beatty in respect of Leominster Locality Steward Engagement. Please see attached documents.
- (d) Moving Traffic Offences Consultation** – To consider proposals to adopt new regulations (effective from June 2022) to enforce moving traffic contraventions by camera. Please see supporting document.

10. LICENCING MATTERS

There have been no licencing applications received.

11. DATE OF NEXT MEETING

The next meeting will be held on Monday 11th April 2022 in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm (subject to approval of the meetings calendar at the next Full Council meeting on 28th March 2022).

LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 28th February 2022 commencing at 18:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

MEMBERS PRESENT: Councillors Thomas (Vice-Chair), Bartlett, Jacquet, Marsh, Preece, Rosser, Rumsey and Williams.

OFFICERS PRESENT: Town Clerk, Democratic Services Officer.

ALSO PRESENT: Councillors Norman and Stone and four members of the public.

PH146/21 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Committee for Cllr Herschy (Holiday) and Cllr Hanna (Work).

PH147/21 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

PH148/21 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.

PH149/21 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

PH150/21 QUESTIONS FROM THE PUBLIC

Four members of the public were present. The following matters were raised:

- **Cycle Lane Extension** – A member of the public requested that the Committee support their request to create a 0.6 mile link to join the cycle / walking provision on the A44 from Leominster eastwards. Committee **RESOLVED** to support the request and will ask Herefordshire Council to include the proposals on the s106 list for cycle ways.
- **Issues on A44 near Porters Mill Close** – Three members of the public raised the following issues:
 - Using Porters Mill Close as the access road to the new Health Hub will have a detrimental effect on residents due to heavy traffic noise and pollution. Other access points should be considered;

MINUTES (AGENDA Item 6)

- There are insufficient road speed signs on the A44 advising traffic of the speed limit and many vehicles do not adhere to the 30mph speed limit;
- There is a loose manhole cover at the corner of Porters Mill Close which is often hit by traffic causing it to rattle and vibrate;
- The potential siting of a pedestrian crossing at the entrance to Porters Mill Close poses dangers as it would be difficult for motorists to see the crossing and would be a nuisance to residents at night due to sounds from the crossing.

Committee considered the issues raised and **RESOLVED** to write to Balfour Beatty regarding flooding issues on the A44 and the lack of signage. Committee will investigate setting up a Speed Watch Programme. Committee advised that the manhole cover is the responsibility of British Telecom and utility companies are required to maintain their infrastructure.

PH151/21 MINUTES OF PREVIOUS MEETING

Cllr Bartlett advised that PH144/21 should have referred to implementing a Community review and not the Community trigger.

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 7th February 2022 be agreed and signed as a correct record.

PH152/21 PLANNING

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

Application no & site address: Planning Consultation – **220273** – 41,43 & 45 Pump Piece, Leominster, Herefordshire HR6 8HR

Description: Proposed change of use from registered care home (C2) to dwelling house C3(B). Single storey rear extension and front elevation alterations to no 41 and associated disabled access modifications, including access ramps to front and rear gardens.

Applicant(s): Mr Deepesh Patel

Grid ref: OS 349046, 258764

Application type: Planning Permission

Comment: Committee requested more information regarding the application as they feel that the town will be losing accommodation for people that require additional support and have concerns about that. They asked for a further extension until the next meeting on 21st March 2022.

Application no & site address: Planning Consultation – **220396** – Dental Surgery, 16 Church Street, Leominster, Herefordshire HR6 8NQ

Description: Hazel - old coppice now overgrown and causing excessive shading to neighbouring property. Yew tree - removal of some lateral boughs that are overtaking garden and causing excessive shading.

Applicant(s): Miss Laura Veal

Grid ref: OS 349758, 259138

Application type: Works to Trees in a Conservation Area

Comment: No Objection but as the work to the Hazel is not clearly stated in the application, the Committee request that it is coppiced and not removed.

Application no & site address: Planning Consultation – **220408** – Croft Barns, Passa Lane, Leominster, Herefordshire HR6 8QB

Description: Proposed alterations to guest annex to enable self-contained use in conjunction with Croft Barns.

Applicant(s): Mr Nigel Jones

Grid ref: OS 348868, 258060

Application type: Full Householder

Comment: No Objection. Committee requested that a condition be put on the application to prevent the building being sold as a separate dwelling.

Application no & site address: Planning Consultation – **214067** – Hillcroft, 48 Green Lane, Leominster, Herefordshire HR6 8QW

Description: Change of use and relocation of wooden shed. (Retrospective).

Applicant(s): Mr Andrew Barrington

Grid ref: OS 348867, 259137

Application type: Planning Permission

Comment: No Objection

(b) Herefordshire Local Plan Spatial Options Consultation – Committee noted the recommendations from the Task and Finish Group on how residential development could be distributed across the county. Having considered the spatial options presented, Committee **RESOLVED** that the first preference would be a hybrid of options 1 and 5 followed by a second preference of option 3. Committee also **RESOLVED** that solar panels should be installed on all new builds.

(c) Annual Plan Schemes – Committee noted the Annual Plan Schemes relating to the parish of Leominster.

PH153/21 DECISIONS

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

Leominster South

Number: P213788/J

Current status: Determination Made

Decision: Trees covered by TPO – Consent Granted

Type: Works to trees covered by TPO

Location: Wellswood House, 149 Bargates, Leominster, Herefordshire HR6 8QT

Proposal: Tree No. T1 (on Tree Survey), copper beech (*Fagus sylvatica purpurea*), part of Group 2 on TPO plan. It is proposed to have the tree pollarded, reducing both the height and width back to the fork junction.

Comment: No Objection

Leominster South

Number: P213830/A

Current status: Determination Made

Decision: Approved

Type: Advertisement Consent

Location: 25 West Street, Leominster, Herefordshire HR6 8EP

Proposal: New fascia signage to Specsavers corporate image.

Comment: No Objection

Leominster South

Number: P213891/FH

Current status: Determination Made

Decision: Approved with Conditions

Type: Full Householder

Location: Hyde Cottage, Hyde Ash, Leominster, Herefordshire HR6 0JS

Proposal: Proposed replacement garage.

Comment: Objection due to insufficient information regarding the roller shutter door and due to the scale of the build.

Leominster North & Rural

Number: P210562/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Broad Farm, Leominster, Herefordshire HR6 0AN

Proposal: Proposed erection of agricultural manure store.

Comment: No Objection

Leominster West

Number: P214546/FH

Current status: Determination Made

Decision: Approved with Conditions

Type: Full Householder

Location: 7b Perseverance Road, Leominster, Herefordshire HR6 8QR

Proposal: Proposed single storey rear extension.

Comment: No Objection

Kingsland / Bircher

Number: P212094/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Pinsley Park, Cholstrey, Leominster, Herefordshire HR6 9AP

Proposal: To erect a steel portal frame shed for the purpose of the handling of livestock.

Comment: No Objection

PH154/21 HIGHWAYS AND PARKING MATTERS

- (a) **Highway and Parking Matters** – It was noted that a resident on Barons Cross Road has reported issues regarding the ingress of water into their property from the main highway. The resident's insurance company will not consider a claim for damages until Balfour Beatty have inspected the drains on the road. A CCTV inspection has been arranged to take place before the end of March 2022. Committee **RESOLVED** to support the resident and provide a letter of support if Balfour Beatty are unable to provide assistance.
- (b) **Extraordinary Market Towns Maintenance Fund** – Committee **RESOLVED** to propose the following areas to spend the maintenance fund on:
- Resurfacing of the road on South Street
 - Improved drainage on A44
 - Improvements to Ryelands Road
 - Installation of dropped kerbs on Cheatham Close
 - Repainting of yellow and white lines on local roads
- (c) **Cycle Lane Extension** – The matter was addressed under Agenda Item 5 'Questions from the public'.
- (d) **Issues on A44 near Porters Mill Close** – The issues were addressed under Agenda Item 5 'Questions from the public'.

Cllr Williams left the meeting at 19.20 hours.

PH155/21 LICENCING MATTERS

Cllr Jacquet requested an update on the application to vary licensing application PR00695 in respect of Shooters Bar. The clerk advised that an objection has been submitted to the Licensing Authority, on behalf of the Committee, on all four grounds – prevention of crime and disorder, public safety, prevention of public nuisance and protection of children from harm.

PH156/21 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 21st March 2022 commencing at **18:00 hours** in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP.

There being no other business the meeting closed at 19.34 hours.

CHAIR:

DATE:

Consultation on the Environmental Building Standards Supplementary Planning Document (runs from Wednesday 2 March to 13 April 2022).

Background to the document

In 2019 the government set a legally binding target to reduce greenhouse gas emissions to net zero by 2050. The Department of Levelling Up Homes and Communities have stated all homes and businesses will have to meet rigorous new energy efficiency standards to lower energy consumption to help protect the environment.

In response to this, in October 2020 Herefordshire Council's Cabinet formally endorsed the production of a Supplementary Planning Document to promote higher building standards through setting out best practice guidance. This includes improving building performance, reducing energy use in buildings, enhancing the external environment, improving accessibility, and reducing energy and waste in the construction stage.

The document details recommendations to drive up environmental standards of buildings in Herefordshire, consistent with the council's recognition of the climate, and ecological emergency and our vision for a zero-carbon, nature-rich Herefordshire.

[View the full document](#)

[View chapter 1 - Introduction](#)

[View chapter 2 - Planning and Policy Context](#)

[View chapter 3 - Building Performance](#)

[View chapter 4 - Energy Use](#)

[View chapter 5 - External Environment](#)

[View chapter 6 - Accessibility](#)

[View chapter 7 - Construction](#)

[View chapter 8 - Best Practise Summary](#)

[View chapter 9 - Appendices, Case Studies](#)

[Sustainability Checklist-Minor and Major development](#)

[Sustainability Statement Template- Householders](#)

**Environmental Building Standards Supplementary Planning Document Questionnaire
(to be completed online)**

1. Is the document clear in its guidance, user friendly and easy to understand? If no, please add something else to tell us why.
2. Are you satisfied that the guidance set out in the document will help to reduce carbon emissions in building development in Herefordshire, helping the county become carbon neutral by 2030 and Carbon Zero by 2050? If no, please add something explain why.
3. Are you satisfied that the approach of the document with consideration to both national and local planning policy is the correct one? If no, please add something else to explain why.
4. Overall do you find the document helpful to assist your scheme to be more sustainable/environmentally friendly from the outset? If no, please add something to tell us why.
5. Do you have any other comments to make on the document, or any suggestions to improve this document?

Industry Specific Questions

1. Chapter 3-Building Performance-Is this section helpful for designing/developing your building to improve its overall performance? If no, please add something else to explain why.
2. Chapter 4- Energy Use-Is this section helpful to minimise carbon in your scheme and improve energy efficiency of this? If no, please add something else to tell us why.
3. Chapter 5-External environment- Is this section helpful to improve your scheme and relationship with its natural setting? If no, please add something else to explain.
4. Chapter 6- Accessibility- Is this section helpful to integrate active/ sustainable travel measures in your scheme? If no, please add something else to explain.
5. Chapter 7- Construction- Is this section helpful to improve the construction measures of your scheme? If no, please add something else to let us know why.
6. Appendix-Case Studies-Do you find the case study section to have useful examples demonstrating best practice, are these a helpful influence on your scheme? If no, please add something else to explain.
7. Sustainability Checklist- Do you agree with the approach for minor to large scale developments to complete the checklist, to ensure schemes are striving for low to zero carbon development? If no, please add something else to tell us why.
8. Sustainability Statement –Do you agree with the approach taken for householders to complete a brief sustainability statement, to ensure schemes are striving for low to zero carbon development? If no, please add something else to explain.

Leominster Locality Steward Engagement Survey

Dear Ward Members and Town Council

I am conducting a short survey below to ensure our Stewards are providing you with the level of engagement you expect and to investigate if there are any areas that could be improved. Please could you provide answers to following questions at your earliest opportunity.

1. Besides sending out the weekly Locality briefing, how often does your Locality Steward engage with you? Once a week, once a month, less?
2. Do you feel there is room for increased engagement from your Locality Steward, and if so why?
3. What areas of engagement do you think need to be improved? Telephone, email, site visits/meetings, face to face briefings/ward/parish walkabout?
4. Do you find the weekly briefings informative?
5. Do you have any suggestions for additional info that you would find useful in those weekly briefings?
6. Any other suggestions/comments regarding engagement with your Locality Steward?

Many thanks in advance for your prompt reply.

Tracy

Tracy Morriss

Stakeholder Manager | Balfour Beatty Living Places | Herefordshire

T: +44 (0)7902106191 | E: tracy.morriss@balfourbeatty.com

Unit 3 Thorn Business Park, Rotherwas Industrial Estate, Hereford, Herefordshire, HR2 6JT

www.balfourbeatty.com | [@balfourbeatty](https://twitter.com/balfourbeatty) | [in](https://www.linkedin.com/company/balfourbeatty) LinkedIn

Balfour Beatty
Living Places

Build to Last
Lean. Expert. Trusted. Safe.