



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Wednesday 4th May 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 9th May 2022 commencing at 19:00 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 11th April 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 – **221161** – Ranking Club, 5-7 Corn Square, Leominster, Herefordshire HR6 8LR

Description: Roof replacement, from concrete tile to Natural Slates. Removal of later dormer windows and repairs to the chimney stacks. Replacement of rainwater goods. Repairs to Sash windows with the reinstatement of 5 no new of windows to the second floor. Facade render repairs and redecoration.

Applicant(s): Mr Allan Williams

Grid ref: OS 349717, 259034

Application type: Planning Permission

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

Application no & site address: Planning Consultation – **221162** – Ranking Club, 5-7 Corn Square, Leominster, Herefordshire HR6 8LR

Description: Roof replacement, from concrete tile to Natural Slates. Removal of later dormer windows and repairs to the chimney stacks. Replacement of rainwater goods. Repairs to Sash windows with the reinstatement of 5 no new of windows to the second floor. Facade render repairs and redecoration.

Applicant(s): Mr Allan Williams

Grid ref: OS 349717, 259034

Application type: Listed Building Consent

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

Application no & site address: Planning Re-consultation – **190367** – Broad Farm, Leominster, Herefordshire HR6 0AN

Description: Proposed change of use of redundant agricultural buildings to mixed B8and E(g)(iii) use. Retrospective

Applicant(s): Mr M Sparey

Grid ref: OS 349119, 260450

Application type: Planning Permission

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

Application no & site address: Planning Consultation – **221249** – Plot 7ab, Leominster Enterprise Park, Leominster, Herefordshire HR6 0LA

Description: Erection of new depot including salt barn, fuelling area, garage and wash area, staff offices and facilities, with associated landscaping, access, circulation, external storage and parking areas.

Applicant(s): National Highways

Grid ref: OS 349898, 257795

Application type: Planning Permission

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

Application no & site address: Planning Consultation –**221274** – 51 Etnam Street, Leominster, Herefordshire HR6 8AE

Description: T1: Poplar - dismantle and fell to as near ground level as possible. T2: Cypress - fell to ground level. T3: Holly/ivy - reduce the overall crown down to leave at approx wall height Shrubs - clear the lower shrubs, going no further than the bamboo.

Applicant(s): Mr Leech

Grid ref: OS 34983, 258963

Application type: Works to Trees in a Conservation Area

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

Application no & site address: Planning Consultation –**221279**– 198 Ridgemoor Road, Leominster, Herefordshire HR6 8UN

Description: First floor extension over existing single storey garage creating a new bedroom and ensuite

Applicant(s): Mr Chris Williams

Grid ref: OS 34330, 259924

Application type: Full Householder

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

- (b) **Local Plan Policy Options Consultation** – to consider the recommendations from the Task & Finish Group for completion of the Local Plan Policy Options Consultation Questionnaire. Please see supporting documents.
- (c) **TREES - 5-day notices** – to note the response, from the Service Manager Built and Natural Environment at Herefordshire Council, regarding the issue of 5-day notices and the planting of replacement trees. Please see attached documents.
- (d) **Rural Settlements Services and Environmental Survey** – to consider the information in the Rural Settlements Services and Environmental Survey. Please see supporting documents.
- (e) **Final Dissertation Report Questionnaire** – to consider a request, from a student at the University of the West of England, to complete a questionnaire regarding the Town Council’s working relationship with the Planning Authority. Please see attached documents.

- (f) **Update on Land at Dukes Walk** – to receive an update regarding Planning Application 214329 Dukes Walk.

8. DECISIONS

The following planning decisions had been received from Herefordshire Council. This list covers the period since publishing the last agenda until 22nd April 2022.

Leominster East

Number: P213850/L

Current status: Determination Made

Decision: Approved with Conditions

Type: Listed Building Consent

Location: Jazz Hair Studio, The Old School, Burgess Street, Leominster, Herefordshire HR6 8DE

Proposal: Proposed works to the building to facilitate the creation of a flat on the first floor. Works include creation of an internal glazed entrance lobby, a new fireproof partition wall, removal of existing C20 stud walls, and reinstatement and raising of former sash window on east elevation.

Comment: No Objection

Leominster East

Number: P220396/K

Current status: Determination Made

Decision: Trees in Cons Area Works Can Proceed

Type: Works to Trees in a Conservation Area

Location: Dental Surgery, 16 Church Street, Leominster, Herefordshire HR6 8NQ

Proposal: 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.

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

Leominster East

Number: P213282/L

Current status: Determination Made

Decision: Approved with Conditions

Type: Listed Building Consent

Location: 13 Broad Street, Leominster, Herefordshire HR6 8BZ

Proposal: Proposed signage to be fixed to the frontage of the building.

Comment: No Objection

Leominster East

Number: P213283/A

Current status: Determination Made

Decision: Approved with Conditions

Type: Advertisement Consent

Location: 13 Broad Street, Leominster, Herefordshire HR6 8BZ
Proposal: Proposed signage to be fixed to the frontage of the building.
Comment: No Objection

Leominster South

Number: P190071/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Laboratory building rear of Barons Cross Lodge, Barons Cross Road, Leominster, Herefordshire

Proposal: Conversion of Laboratory Building and attached single storey building to a four-bedroom dwelling with garage/workshop.

Comment: No Objection

Leominster South

Number: P213943/O

Current status: Determination Made

Decision: Refused

Type: Outline

Location: Land South of Barons Cross Road, Leominster, Herefordshire

Proposal: Outline planning application for the erection of 118 dwellings, public open space and associated works with all matters save for access to be reserved for future approval.

Comment: Leominster Town Council object to the planning application on the following grounds:

Access issues - a narrow road at the end of a series of cul-de-sacs.

Unsuitability of land for development.

LANP 2 - Development of the Leominster Sustainable Urban Extension will be permitted subject to the criteria in Policy LO2 of the Core Strategy and the following requirements:

(a) A detailed masterplan is in place for the whole site. Individual sites should be signed in accordance with this plan. The development of the site should be phased and designed so the look and the feel of the urban extension is of distinct incremental developments with a variety of layouts including squares, courtyards, lanes and terraces rather than a uniform housing estate. Good connections to Leominster Town are essential. The application fails on this point.
 LANP19 Community & Highways Infrastructure - Proposals to create new and improved walking, cycling and public transport routes will be encouraged. This includes the following - Movement to and from Barons Cross. The application fails on this point.

The traffic projection is low with only 30 cars and the traffic counts took place in half term.

Traffic exits onto Ryelands Road from Westfield Walk, Ryelands Road is almost single carriageway due to parking, and also onto Bargates from Westfield Walk. Bargates has been identified as a site with a high level of air pollution.

The application refers to a Transport Plan from the 2011 Census when there was a more up to date Draft Transport Plan in 2019.

The number of houses taken into account (top of Westcroft and Bircher Close) excludes the remainder of houses in Westcroft and surrounding cul de sacs.

The flooding potential for the Worcester Road area is serious as the system will be overloaded and Welsh Water have recommended a Hydraulic Modelling Assessment be carried out.
Insufficient supply of potable water for the site.

9. HIGHWAYS AND PARKING MATTERS

(a) **Highway and Parking Matters** - To consider any parking and highway issues relating to the Parish of Leominster.

- **An update on issues reported to the town council regarding Porters Mill Close and A44.**
- **Road Closure Notice / A44 Mill Street, Leominster** – To note the temporary road closure Order of the level crossing by Network Rail on 3rd July 2022, 2 days (1 night – between 23:00 – 05:00 only). Please see supporting documents for a copy of the Public Notice with details of the diversion route in relation to the closure.

10. DATE OF NEXT MEETING

The next meeting will be held on Monday 6th June 2022 in the Council Chamber, 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 11th April 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

MEMBERS PRESENT: Councillors Herschy (Chair), Thomas (Vice-Chair), Bartlett, Hanna, Jacquet and Williams.

OFFICERS PRESENT: Town Clerk, Democratic Services Officer.

ALSO PRESENT: Councillor Stone and three members of the public.

PH01/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Committee for Cllr Marsh (Isolation) and Cllr Rumsey (Illness).

PH02/22 DECLARATIONS OF INTEREST

The following declarations of interest were received:

- Cllr Jacquet – Party in the Park 2022 – friend of organiser
- Cllr Thomas – Party in the Park 2022 – friend of organiser

PH03/22 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.

PH04/22 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

PH05/22 QUESTIONS FROM THE PUBLIC

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

- **Proposed access to new health hub** – A member of the public expressed concern that the access issue, that she had previously raised, was not going to be addressed. The issue relates to using Porters Mill Close as the access road to the health hub and the detrimental effect that this will have on residents due to heavy noise and pollution. The member of the public requested that a meeting is arranged with a representative from Frank H Dale Ltd to discuss the access issues and to consider using land through Frank H Dale Ltd as the access point instead.

- **Issues on A44 near Porters Mill Close** – The following issues were raised:
 - The volume of traffic on the A44 has increased greatly over the years and traffic is causing vibrations on the road, often early in the morning, affecting residents in Porters Mill Close;
 - 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. Balfour Beatty have been contacted regarding lack of signage and they advised that the Town Council should be contacted regarding the matter as funding needs to be made available for extra signage.
 - Lorries are parking on the pavement outside residents' houses. Residents would like double yellow lines to be installed to prevent this occurring.

Cllr Stone said that he had been advised that access using land through Frank H Dale Ltd was not possible. However, he would contact a representative at Frank H Dale Ltd to arrange a meeting to discuss the issues and inform residents. Cllr Stone will also raise the issue with Cllr Harrington, Herefordshire Cabinet member for Infrastructure and Transport.

Cllr Herschy advised that the Committee would make representations to Herefordshire Council regarding the issues. It was suggested that overnight lorry parking could potentially be moved from the OK Diner to Leominster Industrial Estate which may alleviate some of the issues.

Cllr Hanna explained that the Committee are only able to give an opinion on the issues and that any action would need to be taken by Herefordshire Council and Balfour Beatty.

The member of the public requested contact details for representatives at Herefordshire Council and Balfour Beatty who are able to consider the issues and requested that residents are advised of any future meetings regarding the health hub. The clerk will try to find out contact details and forward them to the member of the public.

PH06/22 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 21st March 2022 be agreed and signed as a correct record.

PH07/22 PLANNING

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

Application no & site address: Planning Re-Consultation – **213450** - Land at Dishley Court, Newtown, Leominster, Herefordshire

Description: Proposed development of 2 detached dwellings.

Applicant(s): Ms Caroline Sharp

Grid ref: OS 348324, 258031

Application type: Planning Permission

Comment: No Objection providing the stipulations from residents regarding access and drainage are met. The application conflicts with the Leominster Area Neighbourhood Plan LANP 3f. with regards to preserving hedges and trees and

3g. that proposals should not result in the loss of small green areas or gardens that make an important contribution to the character of an area but Newtown is not mentioned in LANP 4 as a settlement.

(b) New pharmacy application - Committee considered the application to open a new pharmacy at Morrison's Supermarket, Barons Cross Road, Leominster, Herefordshire HR6 8RH and **RESOLVED** to fully support the application.

(c) Environment Building Standards Consultation – Committee noted that the Task & Finish Group were unable to meet. Committee considered the Environmental Building Standards Supplementary Planning Document Questionnaire and the clerk will submit their responses.

(d) Local Plan Policy Options Consultation – Committee noted that a meeting regarding the consultation will be held on Tuesday 12th April from 10am – 12 noon. Cllr Herschy and Cllr Williams will attend the meeting. Committee noted that Cllrs Bartlett, Marsh and Norman had already attended a meeting regarding the consultation.

Committee **RESOLVED** to appoint a Task and Finish Group to consider the policy options within the consultation paper. The clerk will circulate a doodle poll to request volunteers for the Task and Finish Group and to set up a meeting date.

(e) Herefordshire Minerals and Waste Local Plan (MWLP) – Committee noted the next steps to be taken regarding the MWLP.

PH08/22 DECISIONS

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

Leominster South

Number: P204479/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Detached Annexe Building at the Crabtree, Hyde Ash, Ivington, Leominster, Herefordshire HR6 0JR

Proposal: Proposed change of use of detached annexe building to dwelling.

Comment: No Objection subject to the property not being sold as a separate dwelling.

Leominster South

Number: P214095/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Upper House Farm, Upper Ivington, Leominster, Herefordshire HR6 0JN

Proposal: Proposed agricultural entrance into field at Upper House Farm, Ivington, with track to buildings.

Comment: No Objection

Leominster South

Number: P214454/FH

Current status: Determination Made

Decision: Approved with Conditions

Type: Full Householder

Location: 65 Sandpits, Leominster, Herefordshire HR6 8HT

Proposal: Retrospective application to retain short-wave radio antenna.

Comment: No Objection

Leominster North & Rural

Number: P214002/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Land to the North West Corner of Marsh Court, Mill Street, Leominster, Herefordshire

Proposal: Full planning application for the erection of a two storey health hub (Use Class E) including an integrated pharmacy and related cycle storage, parking, servicing, landscaping, drainage and associated infrastructure works.

Comment: No Objection. A concern was raised regarding the accessibility of the site for the residents of Leominster when there is little public transport in the town.

Leominster West

Number: P220216/PA4

Current status: Determination Made

Decision: Prior Approval Not Required

Type: (Part 3) Class Q - Prior Approval

Location: Wegnalls Farm, Ginhall Lane, Leominster, Herefordshire HR6 9AQ

Proposal: Proposed conversion of traditional agricultural building into 1 no. residential dwelling and 1 no. holiday let unit.

Comment: Objection - Although the application is for a prior approval determination, the Leominster Town Council Planning & Highways Committee would like to point out that the development is outside the settlement boundary LANP3 Map 3.

PH09/22 HIGHWAYS AND PARKING MATTERS

(a) Highway and Parking Matters – Committee noted the following parking and highway issues, relating to the Parish of Leominster, that were reported at the meeting:

- There are issues with the metal grips along the side of the pavements in West Street and High Street. The clerk will raise the issue with Balfour Beatty;
- A sign outside Specsavers is protruding into the pedestrian area;
- There are insufficient parking bay line markings in Broad Street car park and the lines need to be repainted;

MINUTES (AGENDA Item 6)

- Vehicles are continuing to be parked near the junction at Bridge Street / Mill Street and causing problems for large vehicles turning at the junction. It was suggested that a request is submitted for a TRO to install double yellow lines along the road;
- There are issues with blocked drains along Bargates;
- The condition of the pavements around the town is affecting the mobility of scooters;
- The clerk has received a letter from the Cultural Consortium Programme Development Officer who has been conducting a consultation for the Consortium with over 19 groups and 250 people. The main concern was the number of potholes around the town. The clerk will send a copy of the letter to Cllr Harrington and the Chief Executive Officer at Herefordshire Council.

(b) Extraordinary Market Towns Maintenance Fund – Committee noted that the clerk is still awaiting costings for maintenance works. The clerk will raise the issue with Cllr Harrington and Balfour Beatty as the Committee are unable to consider the priority order for town centre roads until the cost of works is known.

(c) Moving Traffic Offences Consultation – Committee considered the proposals to enforce moving traffic contraventions by camera. Committee **RESOLVED** to support the proposals for Ginhall Lane and local schools. The clerk will respond to the consultation by email.

PH10/22 LICENCING MATTERS

Committee reviewed the licensing application for Party in the Park 2022 and **RESOLVED** to support the application.

PH11/22 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 9th May 2022 in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

There being no other business the meeting closed at 20.26 hours.

CHAIR:

DATE:

TREES – 5 Day Notices

Message received by the clerk from the Service Manager Built and Natural Environment at Herefordshire Council:

Thank you for your email, I have spoken with the Tree Officer this morning and he confirmed he will make contact with you in regard to the 5 day notices and how the town council can be notified of these.

In respect of replacement trees this, unfortunately, is a problem that we have countywide, both in terms of lack of resource to monitor replacement planting as well as ensuring replanting is being undertaken by public realm partners on our own estate. On the positive side we have secured funding to increase biodiversity in order to offset highways maintenance works and I have agreed with the highways team that a percentage of this funding will be allocated specifically to tree planting. Importantly this will include planting in urban areas; i.e. the city and the market towns, I have asked BBLP to identify areas where appropriate to plant as well as empty tree pits.

If you are able to offer any assistance with this in the form of simple map identifying potential planting opportunities, I can ensure these are targeted. It might be worth me/yourself raising this as part of the HAZ regeneration project, trees form an integral part of the quality of the Conservation Area!

Dissertation Questionnaire for Town & Parish Councillors

Dear Councillors

Thank you for taking time to help with the following questionnaire. I am currently undertaking a master's degree in Urban Planning which involves a dissertation. The topic for this covers whether the current English Planning System is democratic, if it is, at what level of Government is the democratic input and to examine whether the perception of planning amongst us all is accurate?

Thank you again for your time and please forward questionnaire responses to

[REDACTED]

[REDACTED]

MSc Urban Planning (University of the West of England)

Questionnaire

- Please provide the name of your Council
- In your opinion, is the National Government or Local Government the ultimate decision maker in planning?
- Does your local Herefordshire Councillor come to your Planning Committee meetings?
- Have you ever asked them to call in a planning application within your area?
- Does your Parish or Town Council have a Neighbourhood Plan?
- If so, what was the turnout at the Neighbourhood Plan Referendum?
- Has your Neighbourhood Plan stopped unwanted development within your area?
- On average how many members of your community turn up to your Planning Committee meetings?
- Do you encourage residents to contact their Herefordshire Councillor if they have a Planning related question?
- Have you ever spoken at an 'Appeal Hearing' organised by the Planning Inspectorate?