



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Wednesday 28th September 2022

To: All Members of the Planning & Highways Committee:
Councillors Herschy (Chair), Thomas (Vice-Chair), Bartlett, Hanna, Jacquet, Marsh,
Rosser 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 3rd October 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 5th September 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 – **222924** – Hillcrest, 143 Bargates, Leominster, Herefordshire HR6 8QS

Description: Propose to pollard large Willow tree; reduction of back hedge to regulation height; removal of medium sized split Conifer.

Applicant(s): Mrs Carolyn Kenyon Jackson

Grid ref: OS 348998, 258970

Application type: Works to Trees in a Conservation Area

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

Application no & site address: Planning Consultation – **222855** – 3 Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repair and overhaul of existing sash windows, replacement of 3 no. modern window and re-felting of flat roof areas to rear.

Applicant(s): Mr Matthew Jackson

Grid ref: OS 349613, 259128

Application type: Planning Permission

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

Application no & site address: Planning Consultation – **222856** – 3 Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repair and overhaul of existing sash windows, replacement of 3 no. modern window and re-felting of flat roof areas to rear.

Applicant(s): Mr Matthew Jackson

Grid ref: OS 349613, 259128

Application type: Listed Building Consent

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

Application no & site address: Planning Consultation – **222804** – Gattertop Cottage, Ivington, Leominster, Herefordshire HR6 0JY

Description: Proposed annexe for family accommodation ancillary to main dwelling.

Applicant(s): Ms Thomas

Grid ref: OS 347518, 254625

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 – **222593** – The Coach House, 18a Etnam Street, Leominster, Herefordshire HR6 8AQ

Description: T1 - Willow tree. Fell due to decline of tree.

Applicant(s): Mr John Farrar

Grid ref: OS 349736, 258864

Application type: Works to Trees in a Conservation Area

Comment: No Objection

8. DECISIONS

The following planning decisions had been received from Herefordshire Council. This list covers the period since publishing the last agenda until 16th September 2022.

Leominster East

Number: P222593/K

Current status: Determination Made

Decision: Trees in Cons Area Works Can Proceed

Type: Works to Trees in a Conservation Area

Location: The Coach House, 18a Etnam Street, Leominster, Herefordshire HR6 8AQ

Proposal: T1 - Willow tree. Fell due to decline of tree.

Comment: No Objection

Leominster South

Number: P214479/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Land adjacent The Hen House, Newtown, Leominster, Herefordshire HR6 8QD

Proposal: Proposed change of use of land (field margin) together with the siting of one shepherd's hut holiday lodge with decking to be used as a holiday let (Retrospective).

Comment: No Objection

Leominster South

Number: P220273/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: 41,43 & 45 Pump Piece, Leominster, Herefordshire HR6 8HR

Proposal: Proposed change of use from registered care home (C2) to dwelling houses 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.

Comment: No Objection

Leominster South

Number: P222097/A

Current status: Determination Made

Decision: Approved with Conditions

Type: Advertisement Consent

Location: Pharmacy Westfield Walk, Westfield Walk, Leominster, Herefordshire HR6 8HD

Proposal: Vinyl wrap to the front of the Medpoint machine with Medpoint logo and operational instructions.

Comment: No Objection

Leominster North & Rural

Number: P222330/J

Current status: Determination Made

Decision: Trees covered by TPO – Consent Granted

Type: Works to trees covered by TPO

Location: Grassland to Rear of Ridgemoor Road, Leominster, Herefordshire HR6 8UN

Proposal: T1: Willows (x3) - pollard as per request by Balfour Beatty. Herefordshire Council SP. Due to size in relation to location.

Comment: No Objection

Leominster West

Number: P222553/K

Current status: Determination Made

Decision: Trees in Cons Area Works Can Proceed

Type: Works to Trees in a Conservation Area

Location: 4 Perseverance Road, Leominster, Herefordshire HR6 8QR

Proposal: T1 - Maple tree. Crown reduce in height by and thin by 30%. T2 - Magnolia tree. Reduce section of crown to balance.

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) Possible deployment of Speed Indicator Device (SID) in Leominster** – To receive a verbal update regarding the purchase/rental of a new Speed Indicator Device.

10. LICENCING MATTERS

To consider the renewal of the licence for Corn Square Car Park. Please see supporting document.

11. DATE OF NEXT MEETING

The next meeting will be held on Monday 31st October 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 5th September 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

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

OFFICERS PRESENT: Town Clerk, Democratic Services Officer.

ALSO PRESENT: One member of the public.

PH54/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Committee for Cllr Rosser (Illness).

PH55/22 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

PH56/22 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.

PH57/22 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

PH58/22 QUESTIONS FROM THE PUBLIC

One member of the public was present. No matters were raised.

PH59/22 MINUTES OF PREVIOUS MEETING

Cllr Hanna reported a typo on page 6 line 6 – proportion should be proportional. Cllr Hanna also requested that answer 1 of the *Settlements in Areas of Outstanding Natural Beauty and Conservation Areas* part of the Local Plan 2021- was removed as she said it was a duplicated response (PH50/22 (c)).

Following the amendments, it was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 1st August 2022 be agreed and signed as a correct record.

(Proposed: Cllr Hanna, Seconded: Cllr Williams
Unanimous).

PH60/22 PLANNING

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

Application no & site address: Planning Consultation – **222593** - The Coach House, 18a Etnam Street, Leominster, Herefordshire HR6 8AQ

Description: T1 - Willow tree. Fell due to decline of tree.

Applicant(s): Mr John Farrar

Grid ref: OS 349736, 258864

Application type: Works to Trees in a Conservation Area

Comment: Committee **RESOLVED** that the tree officer would try to visit, on 6th September 2022, to view the tree and feedback to the clerk. Committee delegated authority to the clerk to submit the response.

(Proposed: Cllr Williams, Seconded: Cllr Bartlett Unanimous).

Application no & site address: Planning Consultation – **222440** - 4 Robins Way, Leominster, Herefordshire HR6 8FT

Description: Proposed free standing, non-permanent home office/studio.

Applicant(s): Mr Christopher Conod

Grid ref: OS 348166, 258612

Application type: Full Householder

Comment: No Objection

(Proposed: Cllr Thomas, Seconded: Cllr Jacquet Unanimous).

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 348333, 258028

Application type: Planning Permission

Comment: Objection. On reflection, Leominster Town Council are concerned about the application conflicting with the Leominster Area Neighbourhood Plan, concerns about the removal of the hedge and concerns about the residents of Dishley Court comments on access and drainage.

Committee requested that the application is referred to the Planning Committee at Herefordshire Council.

(Proposed: Cllr Thomas, Seconded: Cllr Jacquet Unanimous).

Application no & site address: Planning Consultation – **222542** – 11a Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repairs to the external elevations of a Listed outbuilding including replacement doors and windows. Repairs to an existing door and windows on the main building.

Applicant(s): Ms Katherine Henry

Grid ref: OS 349593, 259156

Application type: Full Householder

Comment: As Leominster Town Council is a partner of the High Street Heritage Action Project, it will not be commenting on this application. Members of the public are free to make recommendations through the relevant channels.

(Proposed: Cllr Hanna, Seconded: Cllr Williams

For: 6

Abstentions: 1).

Application no & site address: Planning Consultation – **222543** – 11a Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repairs to the external elevations of a Listed outbuilding including replacement doors and windows. Repairs to an existing door and windows on the main building.

Applicant(s): Ms Katherine Henry

Grid ref: OS 349593, 259156

Application type: Listed Building Consent

Comment: As Leominster Town Council is a partner of the High Street Heritage Action Project, it will not be commenting on this application. Members of the public are free to make recommendations through the relevant channels.

(Proposed: Cllr Hanna, Seconded: Cllr Williams

For: 6

Abstentions: 1).

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

The following applications have had a reply submitted following consultation with Councillors on the Planning & Highways Committee and were ratified at this meeting:

Application no & site address: Planning Consultation – **222443** – Royal Oak Hotel, South Street, Leominster, Herefordshire HR6 8JA

Description: Proposed conservation & repairs of hotel to include re-roofing, window repairs, rectification of storm damage internal and external.

Applicant(s): Mr Jay Rai

Grid ref: OS 349651, 258927

Application type: Listed Building Consent

Comment: As Leominster Town Council is a partner of the High Street Heritage Action Project, it will not be commenting on this application. Members of the public are free to make recommendations through the relevant channels.

Committee noted that if there is any change in the use of the building, from a hotel, a further planning application would need to be submitted.

(Proposed: Cllr Marsh, Seconded: Cllr Hanna

Unanimous).

Application no & site address: Planning Consultation – 222553 – 4
Perseverance Road, Leominster, Herefordshire HR6 8QR

Description: T1 - Maple tree. Crown reduce in height by and thin by 30%. |T2 - Magnolia tree. Reduce section of crown to balance.

Applicant(s): Mrs Michelle Cotterill

Grid ref: OS 349179, 259077

Application type: Works to Trees in a Conservation Area

Comment: No Objection

(c) **Herefordshire Minerals & Waste Local Plan** – Committee noted that the Planning Inspector has issued the Matters, Issues and Questions for the Hearings in Public.

PH61/22 DECISIONS

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

Leominster East

Number: P194149/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: 22 Drapers Lane, Leominster, Herefordshire HR6 8ND

Proposal: Change of use of upper floors to self-contained office (retrospective).

Comment: No Objection

Leominster East

Number: P221094/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: 18 Hintons Court, Burgess Street, Leominster, Herefordshire HR6 8DE

Proposal: Proposed awning to front elevation.

Comment: Leominster Town Council resolved that as it has an interest, it will not be commenting. Members of the public are free to make recommendation through the relevant channels.

Leominster East

Number: P222160/FH

Current status: Determination Made

Decision: Approved with Conditions

Type: Full Householder

Location: 18 Caswell Road, Leominster, Herefordshire HR6 8AZ

Proposal: Proposed single storey extension to the rear of the property and minor alterations to the existing property's window opening sizes.

Comment: No Objection

Leominster South**Number:** P221980/F**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Planning Permission**Location:** 45 West Street, Leominster, Herefordshire HR6 8EP**Proposal:** Proposed change of use of premises from retail (Class A1) to catering establishment (Class A3).**Comment:** No Objection

Cllr Hanna left the meeting at 19.47 hours and returned at 19.49 hours.

PH62/22 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:

- A number of accessibility issues were reported around the town for individuals using mobility scooters, prams etc.:
 - Cllr Thomas reported that there are issues, along Bargates, due to humps on the pavements caused by tree roots. Cllr Thomas will advise the clerk of the location of the humps;
 - Accessibility issues, along Bargates, are also due to people parking on pavements and from overgrown hedges. Committee considered requesting advisory letters from Herefordshire Council to issue to householders. Cllr Marsh will liaise with the head of parking at Herefordshire Council and the clerk will contact the police. It was also suggested that an article is submitted, for inclusion in Leominster News, advising householders that it is their responsibility to trim hedges and that they should park considerately;
 - A number of pedestrians have had to use the road, instead of the pavement, by the Community Centre;
 - The siting of A boards around the town is continuing to cause access problems.
- Cllr Bartlett advised that rural areas near Stretford Bridge / Hamnish require white lining. The clerk advised that a request has been made to Balfour Beatty to carry out the work. Councillors to advise the clerk if they are aware of any other areas that require white lining.
- Speed Indicator Device – the clerk reported that she had not received any further response from Herefordshire Council regarding the possible deployment of a SID in Leominster. The clerk will send a request for an update on the progress of the review.

(b) Herefordshire Council Proposed tree replacement for Bargates, Leominster – Committee noted the initial plan indicating all of the proposed tree pits on Bargates. The clerk will contact Herefordshire Council to request that residents are informed regarding the proposals.

(c) Request to remove a tree on the pavement along Bargates, Leominster – Committee considered the request, from a member of the public, for the removal

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of a tree primarily due to the roots of the tree blocking the householder's drains. Committee **RESOLVED** that the removal of the tree was against the Town Council's tree statement and suggested that the householder liaises with Welsh Water as it is a drainage issue.

(Proposed: Cllr Marsh, Seconded: Cllr Jacquet Unanimous).

PH63/22 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 3rd October 2022 in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

There being no other business the meeting closed at 20.10 hours.

CHAIR:

DATE:

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