

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 3<sup>rd</sup> October 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

---

**MEMBERS PRESENT:** Councillors Herschy (Chair), Bartlett, Hanna, Jacquet, Marsh and Rosser.

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

**PH64/22 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted by the Committee for Cllr Thomas (Illness) and Cllr Williams (Work).

**PH65/22 DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

**PH66/22 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.

**PH67/22 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

**PH68/22 QUESTIONS FROM THE PUBLIC**

No members of the public were present.

**PH69/22 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 5<sup>th</sup> September 2022 be agreed and signed as a correct record.

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

**PH70/22 PLANNING**

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

**Comment:** No Objection

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

**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

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

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

**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

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

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

**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

**Comment:** Objection - the proposed annexe doesn't fall within the settlement boundaries (LANP 4). The annexe should be attached to the main building. In the event of planning being granted, please concur with the pre-application advice.

(Proposed: Cllr Hanna, Seconded: Cllr Rosser

For: 5

Abstention: 1).

- (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 and was ratified at this meeting:

**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

## PH71/22 DECISIONS

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

### **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**PH72/22 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:

- Cllr Marsh advised that she has received advisory letters from Herefordshire Council to put on cars that are parking on pavements along Bargates. The Environment & Grounds Supervisor will issue the letters, take photographs of the cars and send details to parking enforcement. The police will also be offered copies of the letter. If Councillors have concerns regarding parking they should notify the clerk. An article will be submitted for inclusion in the next issue of Leominster News;
- Accessibility Herefordshire will be training people to become accessibility champions. They have submitted a bid for a number of places around the county, including Grange Court, to receive accessible changing rooms. Details of the location of the changing rooms will be published on the Changing Places website. Cllr Jacquet volunteered to be involved with the project if required.

## MINUTES

The clerk advised that the Town Council will be sourcing funding for an accessible unit for the Grange Walk toilets;

- Concerns have been raised about the condition of a building in West Street. The matter has been reported to the Building Control Department;
- The Etnam Street road sign is missing from the corner by Pinsley Road;
- A number of drains on Caswell Road need to be inspected following flash flooding;
- A drain has collapsed by Osborne Place and needs repair.

- (b) **Possible deployment of Speed Indicator Device (SID) in Leominster** – Committee noted that the clerk has chased up the request for a SID and is awaiting a reply.

### PH73/22 LICENCING MATTERS

Committee noted the renewal of the licence for Corn Square Car Park and that there is an accompanying map showing the location.

### PH74/22 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 31<sup>st</sup> 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 19.44 hours.

**CHAIR:**

**DATE:**