



Horsforth Town Council

Planning, Licensing & Traffic Committee Minutes Thursday 18 October 2018 at 7pm.

Present: In Chair - Cllr A Radford.

Cllr M Boyes, Cllr C Calvert, Cllr J Garvani, Cllr R Hardcastle, Cllr M Holmes, Cllr M Hughes, Cllr M Leech, Cllr I Scott

In attendance: J Sou –Clerk

PL&T/18.80 These minute numbers have been left blank intentionally.

PL&T/18.81 To receive apologies for absence and to consider the reason for the absence
RESOLVED that the apologies and reasons for absence from Cllr S Dowling be accepted.

PL&T/18.82 **Declaration of Disclosable Pecuniary and other Interests**
To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 14-19 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 20-21 of the Members' Code of Conduct.

Declaration of pecuniary interest:

Cllr J Garvani – item 6, late application ref: 18/06338/FU: Cllr J Garvani is the applicant

Declarations of non-pecuniary interest:

All members of the Committee – Item 6, application ref: 18/-04895/FU – a member of the Council resides at the property

PL&T/18.83 **To consider questions and comments from members of the public at the Chairman's discretion**

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the Committee. However they may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.

No members of the public present.

PL&T/18.84 **Minutes of the previous meetings**

The Committee was asked to approve the minutes of the meeting held on Thursday 20 September 2018.

RESOLVED that subject to amending Minute PL&T/18.62 to include the declaration of non-pecuniary interest made by Cllr M Holmes at the meeting, the minutes of the meeting held on Thursday 20 September 2018 are a true record.

PL&T/18.85 **Leeds City Council Planning Decisions**

To report on planning decisions granted by Leeds City Council.

Signed Dated

List attached. **Noted.**

PL&T/18.86 Comment on Planning Applications since the last meeting of this Committee
To consider and comment on planning applications from Leeds City Council.
Comments attached.
A late application was tabled at the meeting and NOTED by members – see attached.

PL&T/18.87 Planning Appeals & Planning Appeal Decisions
18.87.1. To consider planning appeals received.
None received.
18.87.2. To note planning appeal decisions.
Appeal Ref: APP/?4720/D/18/3205750 18 Newlaithes Road, Horsforth, Leeds LS18 4LG . **Noted.**

PL&T/18.88 Licensing Applications
18.88.1. To note the response from the Clerk regarding “The Horsforth Cumulative Impact Assessment 2018” consultation documents. **Noted. Attached.**
18.88.2. To consider applications received since last meeting.
18.88.2.1. To note new temporary event notices. **Noted. Attached.**
18.88.2.2. To note e premises licences. None received.

PL&T/18.89 Traffic
18.89.1. To consider traffic complaints. None received.
18.89.2. To consider traffic schemes and to agree any necessary action. None received.
18.89.3. To receive a verbal update from Cllr J Garvani regarding collecting data from the speed indicator device on Low Lane (the SID).
Members **noted** a report from Cllr J Garvani, including the following:

- The original lighting column had not been suitable due to overhanging vegetation from a neighbouring garden. The final position of the SID was therefore one or two lighting columns away.
- Leeds City Council has provided the software and a dongle to enable download of the data from speed indication devices. Various data can be gathered, including average speed, top speed and traffic volumes.
- The data gathered is anonymous and will be stored at the Council office.
- There is no cost to the Council to gather the data.

It was **AGREED** that Cllr J Garvani would gather the data from the Low Lane SID and, subject to consent as required from Leeds City Council Horsforth ward councillors, other SIDs in Horsforth. The data to be presented to the Committee at future meetings.

PL&T/18.90 Kirkstall Forge Liaison Group
To receive and note updates.
There had been no meeting of the group.

To confirm attendance for the rescheduled visit on 25 October 2018 to the Kirkstall Forge site.

Details of members who would attend on 25 October 2018 were confirmed.

Signed Dated

Members requested that a further visit in the spring be organised with Kirkstall Forge.

ACTION: HTC Office.

PL&T/18.91 Leeds Bradford Airport LBA)

18.91.1. To receive and note updates from the LBA Consultative Committee.

No meeting had taken place.

18.91.2. To receive and note updates regarding the LBA Link Road.

No updates received.

PL&T/18.92 Report from Local Residents Associations

To receive and note updates.

No updates received.

PL&T/18.93 Report and Recommendations from Neighbourhood Plan Working Group (NPWG)

18.93.1. To receive and note reports/minutes from the MPWG and to consider recommendations.

Members **noted** minutes of the NPWG meeting of 27 September 2018 and 17 October 2018 (**attached**).

Cllr M Hughes gave a verbal update on current progress and position of the Neighbourhood Plan.

The pre-submission draft Neighbourhood Plan “the draft Plan”) was now subject to statutorily required consultation known as Regulation 14 Consultation.

Cllr M Hughes outlined the consultation process and how the required information and evidence was to be made available to the public online via the Neighbourhood Plan pages on the Horsforth Town Council website, via printed copies of a summary document to be distributed to every household in the LS18 area, and via 20 full copies of the draft Plan and map to be made available for inspection at specific locations.

Consultation responses could be made by online survey or a printed response form in the summary booklet that could be returned via email or by prepaid postage to the Town Council office.

Members viewed the updated Neighbourhood Plan pages on the Town Council website.

Members considered an up-to-date budget of Neighbourhood Plan costs to date, including expenditure to date on producing and distributing the consultation documents as follows:

Solopress – printing	1076.00
Ace – leaflet distribution	570.00
Maps	120.00
Binding	80.00
Surveymonkey (October and November)	58.00

Further costs would include Royal Mail postage for pre-paid returns, estimated at £350, and Surveymonkey costs for December at £29.

Signed Dated

RESOLVED: To approve the expenditure on producing and distribution of the Regulation 14 consultation documents.

18.93.2. To note the next meeting date: 22 January 2019 at 6pm.
Noted.

PL&T/18.94 Leeds City Council Core Strategy and Site Allocation Plan
To consider updates and agree any necessary action.
Cllr M Hughes gave a verbal update.
Noted.

PL&T/18.95 To note the current list of key planning enforcement cases
Noted. List attached.

PL&T/18.96 Community Infrastructure Levy
No further information received.

PL&T/18.97 Matters for information
None.

PL&T/18.98 Items for future agenda
Low Lane speed indicator device data.

PL&T/18.99 Date of the next meeting
The date of the next meeting is 15 November 2018.
The deadline for agenda items is 1 November 2018.
Noted.

The meeting closed at 8:19pm

*Distribution: Cllrs M Boyes, C Calvert, S Dowling, J Garvani, S Glover, R Hardcastle,
M Holmes, M Hughes, M Leech, A Radford, I Scott*

Signed Dated