



## **Horsforth Town Council**

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**Planning, Licensing and Traffic Committee**

**Thursday 19 November 2020**

**AGENDA PACK**

*Distribution: Cllrs J Arbuckle, C Calvert, R Capitano, J Garvani, C Glover, R Hardcastle,  
B Heaviside, E Hyndes, R Jones, M Leech, T Stones*

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## Horsforth Town Council

### Planning, Licensing & Traffic (PLT) Committee Minutes Thursday 15 October 2020 at 7pm.

**Present: In Chair** – Cllr R Jones

Cllrs J Arbuckle, C Calvert, R Capitano, R Hardcastle, E Hyndes, M Leech, T Stones.

**In attendance:** Lyn Farrell, Assistant Clerk. Connecting Leeds representatives Katie Dixon, Aadam Muhammed, Ifran Akram, Mohammed Mahmood, Ward Councillor Jackie Shemilt. Two members of the public present.

PLT/20.61 – 20.69 intentionally left blank

**PLT/20.71 To receive apologies for absence and to consider the reason for the absence**

Cllr C Glover

**RESOLVED: Apologies accepted.**

**PLT/20.72 Declaration of Disclosable Pecuniary and other Interests**

The following ordinary interests were declared:

**None.**

**PLT/20.73 To consider questions and comments from members of the public at the Chairman's discretion.**

Two members of the public attended and raised issues about the safety of dropping off and collecting children from St Margaret's School during the Covid crisis and a planning application respectively. PLT discussed the issues raised with the members of the public and their contributions and comments to PLT were **noted**.

**Cllr M Leech declared a non pecuniary interest in the St Margaret's issue and did not take part in the vote.**

**ACTION:** Office to write to the school and to residents of Town Close to see if the Town Close entrance is an alternative and if residents of Town Close would be willing to support this during the Covid crisis.

**PLT/20.74 Minutes of the previous meetings**

**RESOLVED:** That the minutes of the meeting held on Thursday 17 September 2020 are a true record.

**PLT/20.75 Fink Hill Junction Development.**

Representatives from Connecting Leeds presented information on the development, including the amendments to the scheme resulting from consultation with the community. This was followed by a discussion and questions on aspects of the scheme.

**Noted. With thanks given to the Connecting Leeds team for their attendance**

**PLT/20.76 Leeds City Council Planning Decisions. Noted.**

**PLT/20.77 Comment on Planning Applications since the last meeting of this Committee**

To consider and comment on planning applications from Leeds City Council.

**Comments attached.**

- PLT/20.78 Planning Appeals & Planning Appeal Decisions**  
**20.78.1.** To consider planning appeals received. **Noted.**  
**20.78.2.** To note planning appeal decisions. **None received.**
- PLT/20.79 Planning Enforcement**  
To receive and note an update on key planning enforcement cases. **None received.**
- PLT/20.80 Licensing Applications**  
To consider applications received since the last meeting (if any).  
**20.80.1.** Temporary Events Licences. **None received.**  
**20.80.2.** New premises licence applications. **None received.**
- PLT/20.81 Traffic**  
**20.81.1.** To consider new traffic complaints and updates (if any) including the following: Illegal/inconsiderate parking on Low Lane. **Response from the police and Ward Cllr J Taylor noted.**  
**20.81.2.** Speed Indicator device (SID) (if any updates available). **None available.**
- PLT/20.82 Kirkstall Forge. None.**
- PLT/20.83 Woodside Quarries Development.** To receive and note updates (if any). **None.**
- PLT/20.84 Horsforth Campus Development.** To receive and note updates (if any). **None.**
- PLT/20.85 Leeds Bradford Airport (LBA)**  
**20.85.1.** To receive and note updates from the Leeds Bradford Airport Consultative Committee (if any). Minutes from the September meeting were **noted.**  
**ACTION:** Office to write to Martin Hughes to see if he represents two different groups for LBAAC and if so, would he be willing to give up one of those to allow another HTC Cllr to attend the meetings.  
**ACTION:** Office to write to LBAAC to again check that Cllr R Jones is on the mailing list. And to request again that L Farrell be added to the mailing list in addition to the [admin@horsforthtowncouncil.gov.uk](mailto:admin@horsforthtowncouncil.gov.uk) address.  
**20.85.2.** To receive and note updates regarding the Leeds Bradford Airport Link Road (if any). **None.**
- PLT/20.86 Report from Local Residents Associations**  
To receive and note updates (if any). **None.**
- PLT/20.87 Leeds City Council Core Strategy and Site Allocation Plan**  
To consider updates and agree any necessary action (if any). **None.**
- PLT/20.88 Community Infrastructure Levy**  
To consider and note information on the community infrastructure levy (if any). **None.**
- PLT/20.89 Text for PLT page of new website, review and agree**  
**RESOLVED:** The text is approved, subject to minor change of 'they' to 'we'.
- PLT/20.90 Matters for information. None.**
- PLT/20.91 Items for future agenda**  
**Hire bikes/electric bikes in the Horsforth area. Cllr T Stones.**  
**LBAAC attendance.**

**PLT/20.92      Date of the next meeting**

The date of the next meeting is 19 November 2020.

Deadline for Agenda items is 4 November 2020.

**Noted.**

The meeting closed at 8.33 PM

*Distribution: Cllrs J Arbuckle, C Calvert, R Capitano, J Garvani, C Glover, R Hardcastle,  
B Heaviside, E Hyndes, R Jones, M Leech, T Stones*

Application No.	Address/Location	Details	Comments
<a href="#">20/04545/FU</a>	20 New Crescent Horsforth Leeds LS18 4RR	Raised decking area to rear/side with shed below	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/04996/FU</a>	80 Broadgate Lane Horsforth Leeds LS18 4BS	Single storey flat roof extension to rear of property	Clarification sought from Leeds City Council Planning Department before a comment can be submitted.
<a href="#">20/05463/FU</a>	3 Thorntons Dale Horsforth Leeds LS18 4UW	Single storey side extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05493/FU</a>	47 Rose Terrace Horsforth Leeds LS18 4QA	Single storey rear extension	Clarification sought from Leeds City Council Planning Department before a comment can be submitted. There seem to be no plans for this application
<a href="#">20/05534/FU</a>	17 Woodway Horsforth Leeds LS18 4HY	Single storey rear extension; raised steps to rear; insertion of window and door to side; dormer window to rear	It would overlook neighbouring properties and the design is too intrusive, effecting the privacy of other households.
<a href="#">20/05585/FU</a>	3 Cragg Road Horsforth Leeds LS18 4NT	External alterations including; single storey rear extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05646/FU</a>	16 Oliver Hill Horsforth Leeds LS18 4JF	Conversion of integral garage to form habitable room; single storey side/rear extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05656/FU</a>	Cornerstones Scotland Lane Horsforth Leeds LS18 5SF	Dormer to side	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05768/FU</a>	10 Argyll Close Horsforth Leeds LS18 5SP	Alteration including first floor side extension and part garage conversion to habitable room space	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05784/FU</a>	14 Victoria Crescent Horsforth Leeds LS18 4PR	Single storey side extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/05835/FU</a>	69 Southway Horsforth Leeds LS18 5RN	Conversion of attic to form habitable rooms, dormer window to rear	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/06063/FU</a>	8 Manor Mews Horsforth Leeds LS18 4GU	Single storey rear extension	Horsforth Town Council neither supports nor objects to this application.

<a href="#">20/06112/FU</a>	102 Hawksworth Road Horsforth Leeds LS18 4JJ	Part two storey and part single storey extension to side	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/06150/FU</a>	9 Outwood Walk Horsforth Leeds LS18 4JG	Single storey side extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/06179/FU</a>	50 Burley Lane Horsforth Leeds LS18 4NR	Part first floor, part single storey, part two storey side/rear extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/06247/FU</a>	31 Outwood Lane Horsforth Leeds LS18 4JB	Extension to existing dormer at front, dormer window to rear	Horsforth Town Council neither supports nor objects to this application.
<a href="#">20/06248/FU</a>	28 West End Drive Horsforth Leeds LS18 5JZ	Part two storey and part single storey extension to side and rear; porch to front	Horsforth Town Council neither supports nor objects to this application.

## Agenda Item 5 – Leeds City Council Planning Decisions

Single storey side/rear extension - NON MATERIAL AMENDMENT to 20/02423/FU - Removal of side extension and roof lantern; Increase projection of rear extension by 0.3m and insertion of a window and patio doors to the side elevations of the rear extension.

7 St Margarets Avenue Horsforth Leeds LS18 5RZ

Ref. No: 20/9/00243/MOD | Received: Tue 20 Oct 2020 | Validated: Tue 20 Oct 2020 |

Status: **Refused Not A Non Material Amendment**

The proposal(s) cannot be accepted as a non material amendment to the original planning application 20/02423/FU for the following reasons. If you wish to pursue this matter, you should submit a full planning application:

1) The proposed alterations are considered a material change and as such would require the proper assessment of a full application or variation of condition application relating to the approved plans which would also give the neighbouring properties the opportunity to comment. As a consequence the proposal does not constitute a non material amendment.

Single storey side and rear extension with dormer to rear - NON MATERIAL AMENDMENT to 19/05129/FU - Minor amendments to plan shape of ground floor extension and fenestration revisions to external wall and roof (dormer remains as previously approved)

16 Brownberrie Drive Horsforth Leeds LS18 5PP

Ref. No: 20/9/00225/MOD | Received: Fri 02 Oct 2020 | Validated: Fri 02 Oct 2020 | Status: Non Material Amendment Approved

Dormer window to rear; roof lights to front and rear

69 Southway Horsforth Leeds LS18 5RN

Ref. No: 20/05835/FU | Received: Mon 14 Sep 2020 | Validated: Mon 14 Sep 2020 | Status: Application Approved

Alterations and extension to provide 2 storey side extension

10 Argyll Close Horsforth Leeds LS18 5SP

Ref. No: 20/05768/FU | Received: Thu 10 Sep 2020 | Validated: Thu 10 Sep 2020 | Status: Application Approved

Part single, part two storey rear extension

Meadowhurst Layton Road Rawdon Leeds LS18 5EU

Ref. No: 20/05677/FU | Received: Tue 08 Sep 2020 | Validated: Tue 08 Sep 2020 | Status: Application Approved



Dormer to side

Cornerstones Scotland Lane Horsforth Leeds LS18 5SF

Ref. No: 20/05656/FU | Received: Mon 07 Sep 2020 | Validated: Mon 07 Sep 2020 | Status:  
Application Approved

Conversion of integral garage to form habitable room; single storey side/rear extension

16 Oliver Hill Horsforth Leeds LS18 4JF

Ref. No: 20/05646/FU | Received: Mon 07 Sep 2020 | Validated: Mon 07 Sep 2020 | Status:  
Application Approved

Single storey rear extension with decked area; new ground floor window to side

3 Cragg Road Horsforth Leeds LS18 4NT

Ref. No: 20/05585/FU | Received: Thu 03 Sep 2020 | Validated: Thu 03 Sep 2020 | Status:  
Application Approved

Single storey rear extension; raised steps to rear; insertion of window and door to side; dormer window to rear

17 Woodway Horsforth Leeds LS18 4HY

Ref. No: 20/05534/FU | Received: Wed 02 Sep 2020 | Validated: Wed 02 Sep 2020 | Status:  
Application Approved

Alterations including single storey extension to side and rear

58 Scotland Way Horsforth Leeds LS18 5SL

Ref. No: 20/05448/FU | Received: Fri 28 Aug 2020 | Validated: Fri 28 Aug 2020 | Status: Application  
Approved

Single storey side extension

3 Thorntons Dale Horsforth Leeds LS18 4UW

Ref. No: 20/05463/FU | Received: Fri 28 Aug 2020 | Validated: Fri 11 Sep 2020 | Status: Application  
Approved

Two storey and single storey side and rear extension with dormer windows to front and rear

15 Knoll Wood Park Horsforth Leeds LS18 4SH

Ref. No: 20/05305/FU | Received: Mon 24 Aug 2020 | Validated: Mon 24 Aug 2020 | Status:  
Application Approved

Certificate of Proposed Lawful Development for a single storey rear extension

19 Victoria Crescent Horsforth Leeds LS18 4PT

Ref. No: 20/05298/CLP | Received: Mon 24 Aug 2020 | Validated: Mon 24 Aug 2020 | Status:  
Application Approved

Single storey rear extension

46 Broadgate Crescent Horsforth Leeds LS18 4HA

Ref. No: 20/05266/FU | Received: Mon 24 Aug 2020 | Validated: Mon 24 Aug 2020 | Status:  
Application Approved

Retrospective planning application for bin and cycle storage to plot 9

Clarence Road Horsforth Leeds LS18 4LB

Ref. No: 20/05273/FU | Received: Mon 24 Aug 2020 | Validated: Mon 24 Aug 2020 |  
Status: Application Refused

The Local Planning Authority considers that the bin/cycle store is unacceptable due to detrimental impact on residential and visual amenity, contrary to policy P10 of the Core Strategy and policy GP5 of the Unitary Development Plan

Part single storey, part two storey rear extension with raised terraced area; new first floor window to side

8 Victoria Drive Horsforth Leeds LS18 4PN

Ref. No: 20/05083/FU | Received: Mon 17 Aug 2020 | Validated: Mon 17 Aug 2020 | Status:  
Application Approved

Part two storey part single side and rear extension with dormer windows to front and rear

13 Outwood Avenue Horsforth Leeds LS18 4JH

Ref. No: 20/05135/FU | Received: Mon 17 Aug 2020 | Validated: Mon 17 Aug 2020 | Status:  
Application Approved

Retrospective application for single storey flat roof extension to rear of property

80 Broadgate Lane Horsforth Leeds LS18 4BS

Ref. No: 20/04996/FU | Received: Wed 12 Aug 2020 | Validated: Wed 16 Sep 2020 | Status:  
Application Approved

Single storey side and rear extension

22 Hall Park Avenue Horsforth Leeds LS18 5LN

Ref. No: 20/04922/FU | Received: Mon 10 Aug 2020 | Validated: Mon 10 Aug 2020 | Status:  
Application Approved

New pitched roof to flat roof over garage and porch

48 West End Lane Horsforth Leeds LS18 5JP

Ref. No: 20/04852/FU | Received: Thu 06 Aug 2020 | Validated: Wed 26 Aug 2020 | Status:  
Application Approved

Listed building application for single storey rear extension; External alteration of windows to French doors of ground floor rear

2 - 4 Hall Lane Horsforth Leeds LS18 5JE

Ref. No: 20/04863/LI | Received: Thu 06 Aug 2020 | Validated: Thu 06 Aug 2020 | Status:

Application Approved

Part single storey part two storey side extension

120 West End Drive Horsforth Leeds LS18 5JX

Ref. No: 20/04843/FU | Received: Wed 05 Aug 2020 | Validated: Wed 05 Aug 2020 | Status:

Application Approved

Single storey extension to side and rear

9 Broadgate Avenue Horsforth Leeds LS18 5DT

Ref. No: 20/04701/FU | Received: Fri 31 Jul 2020 | Validated: Fri 14 Aug 2020 | Status: Application Approved

Two illuminated signs, four non-illuminated signs

Yorkshire Bank 32 Town Street Horsforth Leeds LS18 4RJ

Ref. No: 20/04655/ADV | Received: Thu 30 Jul 2020 | Validated: Mon 24 Aug 2020 | Status: Application Approved

Raised decking area to rear/side with shed below

20 New Crescent Horsforth Leeds LS18 4RR

Ref. No: 20/04545/FU | Received: Mon 27 Jul 2020 | Validated: Mon 14 Sep 2020 | Status: Application Approved

Certificate of proposed lawful development for a porch to front; dormer window to rear; rooflights to front

39 Brownberrie Lane Horsforth Leeds LS18 5SD

Ref. No: 20/04435/CLP | Received: Wed 22 Jul 2020 | Validated: Wed 22 Jul 2020 | Status: Application Approved

New two storey school building, relocated and expanded hard courts, reconfigured and expanded parking provision, and diverted footpath

Horsforth School Lee Lane East Horsforth Leeds LS18 5RF

Ref. No: 20/04297/FU | Received: Fri 17 Jul 2020 | Validated: Fri 17 Jul 2020 | Status: Application Approved

Retrospective Application for change of Use of ground floor retail shop (A1) to drinking establishment (A4)

258 Low Lane Horsforth Leeds LS18 5DN

Ref. No: 20/01764/FU | Received: Wed 18 Mar 2020 | Validated: Wed 18 Mar 2020 | Status: Application Approved

Change of use of cafe (A3) to cafe/hot food takeaway (A5) including single storey front extension and flue to side

256A Low Lane Horsforth Leeds LS18 5DN

Ref. No: 20/01652/FU | Received: Wed 11 Mar 2020 | Validated: Wed 11 Mar 2020 | Status: Application Withdrawn

## Agenda Item 6 – New Planning Applications

<b>Application No.</b>	<b>Address/Location</b>	<b>Details</b>
<a href="#">20/06355/FU</a>	87 West End Drive Horsforth Leeds LS18 5JR	Two storey side extension with single storey front porch extension
<a href="#">20/06430/FU</a>	12 Brownberrie Avenue Horsforth Leeds LS18 5PN	Single storey side and rear extension dormer window to rear with alterations to create rooms in roof space
<a href="#">20/06448/FU</a>	5 Cragg Terrace Horsforth Leeds LS18 4NS	Two storey side extension
<a href="#">20/06281/FU</a>	117 Southway Horsforth Leeds LS18 5RW	Single storey side and rear extension
<a href="#">20/06552/FU</a>	86 Southway Horsforth Leeds LS18 5RS	Alterations including single storey side/rear extension; first floor front extension and raising the roof height with dormer windows to front/rear
<a href="#">20/06562/FU</a>	6 St Margarets Road Horsforth Leeds LS18 5BD	Single storey side extension
<a href="#">20/06582/FU</a>	8 Hall Park Rise Horsforth Leeds LS18 5LW	wo storey part single storey fornt/side and rear extension
<a href="#">20/06635/FU</a>	16 Brownberrie Walk Horsforth Leeds LS18 5PG	Alterations including hip to gable loft extension with dormer window to rear; single storey side/rear extension with raised patio area and railings to rear
<a href="#">20/06873/FU</a>	6 Victoria Drive Horsforth Leeds LS18 4PW	New pitched roof over existing extension incorporating new single storey extension to rear
<a href="#">20/06958/FU</a>	11 North Broadgate Lane Horsforth Leeds LS18 5AF	Alterations including; Part two storey, part single storey, side and rear extension; Juliet balcony to first floor rear; dormer window to rear
<a href="#">20/06959/FU</a>	7 Mackintosh Road Horsforth Leeds LS18 4FU	First floor side extension; installation of rooflights, new habitable rooms in roofspace
<a href="#">20/07018/FU</a>	27 Brownberrie Walk Horsforth Leeds LS18 5PQ	Part two storey part single storey side extension
<a href="#">20/06993/FU</a>	49 Broadgate Lane Horsforth Leeds LS18 4AG	Single storey rear extension

<a href="#">20/06586/FU</a>	122 Newlathes Road Horsforth Leeds LS18 4SY	Porch to front; two story side/rear extension
<a href="#">20/06891/FU</a>	34 Sussex Avenue Horsforth Leeds LS18 5NP	Part two storey part single storey side/rear extension with patio area and balcony to ground floor level
<a href="#">20/06475/FU</a>	15 West End Lane Horsforth Leeds LS18 5JP	Conservatory to rear
<a href="#">20/07111/FU</a>	11 West End Drive Horsforth Leeds LS18 5JR	Single storey side and rear extension
<a href="#">20/07188/FU</a>	3 Perth Mount Horsforth Leeds LS18 5SH	Part two storey part single storey side/rear extension and first floor window to side

## Agenda Item 6.2 Draft wording for retrospective planning applications.

The Government website was checked for the text it uses towards retrospective applications. To ensure that the HTC response is in alignment with Government information on this matter, the following text is proposed.

Horsforth Town Council notes that this is a retrospective application for planning permission. Whilst Horsforth Town Council notes that there may be genuine reasons why an application was not submitted at the proper time, it regrets that development has already started without the benefit of proper consideration being given in advance to the plans by the local planning authority, statutory consultees and members of the public who may be affected.

## Agenda Item 8 – Planning Enforcement

Ward	Case No	Case Officer	Nature	Location	Date Received	Current Status
Horsforth	18/01279/NCP3	Mr Rochford	Compliance check	38 Rawdon Road Horsforth Leeds LS18 5EW	26/11/2018	An enforcement notice has been served 'Without planning permission the erection of a part two storey and part single storey side and rear extension, including alterations to the roof including the raising of the ridge height, which is materially different to that approved under planning application 17/04803/FU. It requires that demolish the unauthorised extensions and remove all the foundations, including all the excess materials from the land, and reinstate the original property that existed prior to these works taking place. Backfill with sub soil to the level of the surrounding land that existed before the unauthorised development and restore the land to its former condition or Comply with Planning Permission and the approved planning conditions pertaining to application 17/04803/FU and rebuild to the extent necessary to comply with the approved drawing Rev B, received on the 15.09.2017. retrospective application has also been provided under 19/02223/FU for Variation of condition 2 (approved plans) of previous approval 17/04803/FU for alterations to form two storey and single storey front, side and rear extension, which was refused and has been dismissed on appeal. They have until the end of November to



						comply and I have emailed the owner asking for their intentions in the matter.
Horsforth	20/00147/UHD2	Mr Rochford	Rear extension	Cemetery Lodge Calverley Lane Horsforth Leeds LS18 4DZ	11/02/2020	Building Control have looked at this and they have previously visited in regards to drainage and excavations, I'm unsure if any walling has been done, a lot of material is on the site. The owner would not talk to us, so a notice is required to ascertain what works are taking place at this sensitive location. This has not been done as the case officer has been away some time, only returning to work recently.
Horsforth	19/00393/NCP3	Ms Avril Smith	Raised patio and fence not in accordance with details approved	Crossways Scotland Lane Horsforth Leeds LS18 5SF	29/04/2019	Planning app 19/06206/FU approved 20.2.20. They have until 20.5.20 to lower the last fence panel by 0.5m. Monitoring.

			under 18/00311/FU			
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## Agenda Item 10.3 Cycle Schemes in Horsforth

This is an update on progress made so far with investigating the possibility of a cycle scheme in Horsforth.

I wrote to Connecting Leeds and Kirkstall Forge, the former to ask about schemes in general and the latter to ask about their specific scheme and am awaiting a response. I did a search of the Leeds City Council website and found the Leeds Cycling Consultation Forum, under the umbrella of Connecting Leeds. I emailed them via the published address to ask for the minutes of the last meeting (which they offered on the site) and for more information on the remit and work of the forum. I am waiting for a response from them.

I found information suggesting that some cycle schemes were being worked on, in partnership with providers Ofo, but this [Leeds City and Surrounding areas cycle scheme seemingly fell through in 2018](#). I couldn't find information on any current schemes except [a trial scheme for electric bike in the city centre](#). This scheme already has a waiting list. The deposit to use the electric bikes is £200, and the hirer responsible for damage and theft.

As soon as I have further updates I will inform the committee.

Lyn Farrell

Assistant Clerk

13 November 2020