



Horsforth Town Council | The Stables | 2 Church Road | Horsforth | Leeds | LS18 5LG
admin@horsforthtowncouncil.gov.uk – www.horsforthtowncouncil.gov.uk – **0113 258 0988**

Date: 13th March 2026

NOTICE OF A COUNCIL MEETING

Members of the public are welcome to attend the meeting.

TO MEMBERS OF THE PLANNING, LICENSING AND TRAFFIC COMMITTEE

You are summonsed to attend a meeting of the Planning, Licensing and Traffic Committee at the Horsforth Town Council, The Stables, 2 Church Road, Horsforth, Leeds LS18 5LG on **Thursday 19th March 2026 at 7pm.**

Members of the public are welcome to attend the meeting.

POLITE REMINDER TO ALL CLLRS: WE ARE A GREEN COUNCIL AND PRINTING BY THE OFFICE SHOULD BE KEPT TO A MINIMUM. PLEASE BRING AN ELECTRONIC DEVICE FOR THE MEETING TO USE TO VIEW DOCUMENTS.

Signed: S. Kauser

Ms Safia Kauser

Locum Town Clerk & RFO

Agenda

- 1. To receive apologies for absence and to consider the reason for the absence**
- 2. 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 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 the Members Code of Conduct.
- 3. 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 (Maximum time allowed is three minutes each) 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.
- 4. Minutes of the previous meetings**
To approve the minutes of the meeting held on Thursday 12th February 2026. See agenda pack.
- 5. Leeds City Council Planning Decisions**

To note. See agenda pack.

6. New Planning Applications

6.1. To note the planning applications received since the meeting held on 12th February 2026 and the comments made by the Proper Officer whilst she had delegated powers to comment.

6.2. To consider and comment on planning applications received from Leeds City Council since the last meeting of the Committee. See agenda pack.

7. Planning Appeals & Planning Appeal Decisions

To note any received and to consider further comments or action in relation to appeals where these are permitted. See agenda pack.

Details of any appeal and appeal decisions received after date of publication of the agenda will be provided at the meeting.

8. Planning Enforcements

To note key planning enforcement case updates (if any).

9. Licensing Applications

To consider applications received since the last meeting. See agenda pack.

10. Traffic

To consider and approve any action in relation to traffic issues, including the following:

10.1. Complaints

To discuss the complaint received regarding an ongoing issue of parking on Back Lane resulting in property damage.

10.2. Traffic schemes

To consider the pedestrian safety scheme proposed for North Broadgate Lane.

10.3. Speed indicator device (SID) updates and any data

10.4. To update on mobile SID

11. Leeds Bradford Airport (LBA)

To consider the following and agree any necessary action:

11.1. To consider submitting evidence to LCC as part of application reference [26/00926/CLE](#)

11.2. Leeds Bradford Airport Consultative Committee.

11.3 Any other matters relating to LBA.

12. Neighbourhood plan

12.1. To review the minutes and updated milestones from the latest neighbourhood plan working group. See appendix 1.

12.2. To receive an update about the community actions and progress.

12.3. To note that the town council were unable to submit a response to the consultation regarding the Leeds North West Employment Hub as the deadline had passed.

13. Leeds City Council Core Strategy and Site Allocation Plan

To consider any updates and agree any necessary action.

14. To consider correspondence received and agree any necessary action

14.1 To discuss the correspondence received regarding a damaged roundabout on between

Drury Lane and Broadway.

15. Matters for information

15.1 To consider the application types the PL&T committee review at committee meetings.

15.2 To review application [25/03244/FU](#) to determine if planning conditions were breached.

15.3 **Ongoing agenda item:** To update the committee on planning application [25/04662/ADV](#) 82 Town Street Horsforth Leeds LS18 4AP. As the application was refused, to give any update from Planning Enforcement of the application.

15.4 **On going agenda item:** To provide any feedback from LCC regarding the complaint HTC submitted regarding displaced parking on Hall Lane and surrounding areas after the introduction of parking charges at Fink Hill car park. Office followed up, to update on any progress.

15.5 To consider and agree the town council's position regarding development on the Cragg Hill Quarry site (see attached position statement).

15.6 To consider and agree whether to request support from Environmental Health relating to light pollution from a digital advertising board installed as part of [24/00327/ADV](#)

16. Items for future agenda

17. Date of the next meeting

Next meeting of the committee: 16th April 2026

Deadline for agenda items: 6th April 2026

Distribution: Cllrs Distribution: Cllrs, A Goulden, D Brosnan, E Bromley, B Cousins, J Garvani, R Hardcastle, E Hyndes, A Radford

Appendix 1



Horsforth Town Council | The Stables | 2 Church Road | Horsforth | Leeds | LS18 5LG
admin@horsforthtowncouncil.gov.uk – www.horsforthtowncouncil.gov.uk – 0113 258 0988

**Minutes of the Community and Environment Committee
held at 7.00pm on Monday, 9th March 2026
at The Stables, 2 Church Road, Horsforth, Leeds LS18 5LG**

Members Present: Cllr Aiden Goulden (Chair)
Cllr Richard Hardcastle
Cllr Francesca Gains
Cllr Alan Radford

1. APPOINT A MINUTE TAKER

Cllr A Goulden offered to take minutes and was duly appointed by the working group.

2. APOLOGIES AND REASONS FOR ABSENCE

Apologies received from Cllrs D Brosnan and A Wishart and their reasons approved.

3. MINUTES OF THE LAST MEETING(S)

Resolved to approve the minutes of the last meeting.

4. REVIEW OF PROGRESS AGAINST MILESTONES

- a. Cllr Goulden presented the milestone tracker. It was agreed that the town council had been unable to progress some community actions due to 3 & 5 The Green and prioritisation of

the budget. It was noted that these actions were non-statutory and intended to be ambitious.

- b. It was agreed that we should aim to host a drop-in on proposed policies by November 2026 at the absolute latest, with pre-requisite activities timed to achieve this date.
- c. It was noted that the progress against milestones was intended to be ambitious, with approximately 1 year’s float in the schedule.
- d. Cllr A Goulden agreed to update the milestone tracker to reflect the discussions, and to circulate this among the working group.

5. PROGRESS AGAINST COMMUNITY ACTIONS

- a. It was noted that progress was likely to have been made against the community actions, but that this tracker needs to go back to parent committees (C&E and PL&T) for review. The next C&E meeting is in June and Cllr F Gains agreed to ensure the community action tracker would be updated by C&E where relevant. Cllr A Goulden agreed to ensure that PL&T also reviewed the actions and updated where relevant.
- b. **ACTION:** The office to ensure that Community Actions appear on the agenda for both PLT and C&E in line with a June review.

6. STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS ANALYSIS

See appendix 1 for the SWOT analysis carried out by the working group.

7. AOB

None identified.

8. DATE OF THE NEXT MEETING

Cllr Goulden agreed to set a date for the next meeting by Doodle Poll, likely to take place in April 2026.

The meeting closed at 20:30.

Appendix 1 – Strengths, Weaknesses, Opportunities and Threats

Strengths	Weaknesses
<ul style="list-style-type: none"> • Distance from the city centre – distinct identity, proximity to Dales • Public Rights of Way (covered by NP policy TT3) • Proximity to railway stations (Horsforth, Kirkstall Forge) • Diversity of the community • Existence of the Library, Further Education classes at the school, Music Centre, Childrens Centre • Leeds Trinity University • Four shopping centres, range of shops, and feeling the area is “up and coming” • Green Spaces • The existing Neighbourhood Plan • Built and Physical Heritage • Local businesses and local employment 	<ul style="list-style-type: none"> • GP and dentistry access • Policing and perception of crime • Playing fields and play provision • Maintenance of Public Rights of Way • Transport (buses and car traffic) • Range of housing stock • Allotments • Use of brownfield sites (under-utilised planning permission) • Biodiversity and sustainability • Affordable and social housing • Youth Provision

Opportunities	Threats
<ul style="list-style-type: none"> • Strong links with the Town Team (and businesses) • Good links with Leeds City Councillors • Community engagement with local groups (Horsforth in Bloom, Walk of Art, local residents) • Community-mindedness 	<ul style="list-style-type: none"> • National Planning Policy Framework changes • Meeting places and community facilities – a lot of reliance on churches • Imposed developments • Longevity of some stakeholder groups • Green belt policy • Kirkstall Forge and impact on public services • Resilience to climate change

Areas which crossed a number of categories:

- The Airport – recognised that this contributes to employment (strength) but also creates traffic, noise and emissions (threat).
- Falling school rolls across the area at Primary level (an opportunity and a threat)
- Flood defences at the Newlay bridge (strength) and the impact to the Newlay weir (threat)