



Horsforth Town Council

Mechanics Institute
Town Street
Horsforth
Leeds
LS18 5BL

admin@horsforthtowncouncil.gov.uk – www.horsforthtowncouncil.gov.uk – 0113 258 0988

Planning, Licensing and Traffic Committee

Thursday 16th March 2023

AGENDA PACK

Contents page overleaf

*Distribution: Cllrs J Arbuckle, C Calvert, M Fletcher, C Glover,
R Hardcastle, E Hyndes, R Jones, T Stones, M Townsley*



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Planning, Licensing & Traffic Committee Minutes Thursday 16th February 2023 at 7pm Mechanics Institute, Town Street, Horsforth, Leeds LS18 5BL

Present: In Chair – Cllr R. Hardcastle (Chair)

C Calvert, M Fletcher, E Hyndes, R Jones, T Stones, C Glover and J Arbuckle

In attendance: B. Crabtree – Clerk, S. White – Administration Assistant

PLT/22.112 To receive apologies for absence and to consider the reason for the absence

Apologies were received from Cllr Townsley and reasons were approved.

PLT/22.113 Declaration of Disclosable Pecuniary and other Interests

Cllr Hyndes declared an interest in item PLT/22.117.2, application 23/00078/FU.

PLT/22.114 To consider questions and comments from members of the public at the Chairman's discretion

Four members of public were present regarding North Ives Farm and raised their concerns about LCCs decision with letting the land. It was noted that Cllr Hardcastle, Cllr Stones and the Clerk had attended an online meeting with M. Mills at LCC to discuss the issues raised previously and the lettings process. This was discussed and it was noted that the TC has no power on the matter and is unable to take the matter further.

PLT/22.115 Minutes of the previous meetings

Resolved to approve the minutes of the meeting held on Thursday 19th January 2023.

PLT/22.116 Leeds City Council Planning Decisions

The planning decisions were noted.

PLT/22.117 New Planning Applications

117.1 To note the planning applications received since the meeting held on 19th January 2023 and the comments made by the Proper Officer whilst she had delegated powers to comment. See agenda pack.

The comments submitted by the Proper Officer for recent applications were noted.

117.2 To consider and comment on planning applications received from Leeds City Council since the last meeting of the Committee.

Resolved to comment on the planning applications as per Appendix 1.

PLT/22.118 Planning Appeals & Planning Appeal Decisions

The appeals were noted.

PLT/22.119 Planning Enforcement

No planning enforcements to note.

PLT/22.120 Licensing Applications

The licensing applications were noted.

PLT/22.121 Traffic

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

121.1 Complaints

a) To consider correspondence received regarding the recently installed phone masts

This was discussed and it was **resolved** that the Town Council has no power on this matter and suggested contacting the MP.

121.2 Traffic schemes

The number of road works being carried out in Horsforth was discussed.

121.3 Speed indicator device (SID) updates and any data

Cllr Jones reported he having issues downloading the data to his phone and is going to attempt it with the laptop.

It was **resolved** to contact LCC to ask them to move the SID to the opposite lamppost and Cllr Jones agreed to give the location number to the office.

PLT/22.122 Leeds Bradford Airport (LBA)

To consider the following:

122.1 Leeds Bradford Airport Consultative Committee

No update provided.

122.2 Leeds Bradford Airspace Change – to receive and note updates (if any)

No update provided.

122.3 Any other matters relating to LBA

No further matters.

PLT/22.123 Neighbourhood Plan.

No update.

PLT/22.124 Leeds City Council Core Strategy and Site Allocation Plan

No update.

PLT/22.125 To consider matters requested by Councillors and agree any necessary action:

125.1 North Ives Farm

See item PLT/22.114.

PLT/22.126 To consider correspondence received and agree any necessary action

The Leeds Local Plan 2040 consultation was noted and it will be included on the next agenda.

A complaint regarding parking issues on Newlay Wood Rise was considered and it was resolved that the TC does not have a power on this matter and suggested reporting it to the Police as an obstruction.

PLT/22.127 Matters for information.

None.

PLT/22.128 Items for future agenda

- Leeds Local Plan 2040
- Newlay Weir

PLT/22.129 Date of the next meeting

Next meeting of the Committee: 16th March 2023

Deadline for agenda items: 6th March 2023

The meeting dates were noted.

Meeting concluded at 8.05pm.

Appendix 1 - Minute No. PLT/22.117 – comments on new planning applications

Reference	Application Validated	Address	Proposal	HTC Response
23/00429/FU	Mon 23 Jan 2023	16 Brodrick Drive	Dormer to rear; conversion of loft to habitable rooms with rooflights to front	Horsforth Town Council neither supports nor objects to this application
23/00647/FU	Wed 01 Feb 2023	37 West End Drive	Demolition of single storey garage to rear garden, Proposed first floor front extension, single storey side and rear extension	Horsforth Town Council neither supports nor objects to this application
23/00078/FU	Wed 18 Jan 2023	7 Church Grove	Single storey side extension with feature bay window to front; demolition of existing garage; hard landscaping including retaining wall to side and steps to front	Horsforth Town Council objects to this application on the following grounds: The Highway report is noted and the Town Council endorse their suggestion that proposed parking suggestions are unsuitable and there is not space for two cars.
23/00612/FU	Tue 31 Jan 2023	63 Broadgate Lane	Part two storey part single storey side and rear extension	Horsforth Town Council neither supports nor objects to this application
23/00576/FU	Mon 30 Jan 2023	21 Mackintosh Avenue	Alterations including single storey rear extension, with rooflights and feature window, linked to the garage; part garage conversion to habitable room with rooflight	Horsforth Town Council neither supports nor objects to this application

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Leeds City Council Planning Decisions 09.02.2023 to 10.03.2023

Reference	Application Validated	Address	Proposal	HTC Response	Decision	Date of decision
23/00429/FU	Mon 23 Jan 2023	16 Brodrick Drive	Dormer to rear; conversion of loft to habitable rooms with rooflights to front	Horsforth Town Council neither supports nor objects to this application	Refused	03/03/2023
23/00078/FU	Wed 18 Jan 2023	7 Church Grove	Single storey side extension with feature bay window to front; demolition of existing garage; hard landscaping including retaining wall to side and steps to front	Horsforth Town Council objects to this application on the following grounds: The Highway report is noted and the Town Council endorse their suggestion that proposed parking suggestions are unsuitable and there is not space for two cars.	Refused	03/03/2023
23/00576/FU	Mon 30 Jan 2023	21 Mackintosh Avenue	Alterations including single storey rear extension, with rooflights and feature window, linked to the garage; part garage conversion to habitable room with rooflight	Horsforth Town Council neither supports nor objects to this application	Approved	03/03/2023
22/07944/FU	Mon 28 Nov 2022	13 Perth Mount	Dormer to the rear; Garden store to side; Cladding to front; Alterations to existing rear balcony	Horsforth Town Council neither supports nor objects to this application.	Approved	23/02/2023

22/07169/FU	Thu 24 Nov 2022	64 Rawdon Road	Alterations including demolition of side conservatory; construction of new conservatory to rear; extension and alterations to basement; part two storey, part single storey front extension, with gables extended and new rooflights; remodelling of roof; remodelling of annex with single storey extensions; removal of existing outbuilding, new timber bin store; additional car port, garage and parking alterations to front; external alterations including new access steps to front terrace with stone balustrade; new steel gates; replacement of rear tarmac yard with terraced area with steps to lawn, drive and parking area, stone retaining wall	Horsforth Town Council neither supports nor objects to this application.	Approved	09/02/2023
22/08279/FU	Tue 20 Dec 2022	J M Sykes and Son 98 Long Row	Replacement of existing flat roof with pitched roof	Horsforth Town Council neither supports nor objects to this application.	Approved	10/02/2023
23/00022/FU	Fri 23 Dec 2022	13 Hopwood Bank	Loft conversion with front and rear dormers	Horsforth Town Council neither supports nor objects to this application.	Approved	13/02/2023

22/08377/FU	Tue 20 Dec 2022	11 Drury Avenue	Alterations including single storey rear extension	Horsforth Town Council neither supports nor objects to this application.	Approved	10/02/2023
22/08474/FU	Fri 23 Dec 2022	29 Sussex Avenue	Alterations including dormer window to side/rear	Horsforth Town Council neither supports nor objects to this application.	Approved	13/02/2023
23/00044/FU	Tue 03 Jan 2023	12 Mackintosh Avenue	Alterations including conversion of attic to form habitable rooms	Horsforth Town Council neither supports nor objects to this application.	Approved	01/03/2023
23/00009/FU	Tue 03 Jan 2023	62 Broadgate Walk	Part single storey and part two storey extension to front, side and rear (with sedum roof at rear); extension to rear at first floor	Horsforth Town Council neither supports nor objects to this application.	Refused	08/02/2023
23/00065/FU	Wed 04 Jan 2023	12 Hall Park Rise	Single storey side and rear extension; Porch to the front; Conversion of flat garage roof to pitched, with canopys to the front and rear	Horsforth Town Council neither supports nor objects to this application.	Approved	13/02/2023
23/00052/FU/NW	Tue 03 Jan 2023	10 North Broadgate Lane	Single storey front extension	Horsforth Town Council neither supports nor objects to this application.	Approved	03/03/2023
23/00004/FU	Mon 16 Jan 2023	74 West End Lane	Alterations including two storey part first floor side extension to garage and conversion of garage to form habitable rooms; two storey extension with juliet balcony and balustrade to rear; gable roof extension to side; dormer windows to front and rear	Horsforth Town Council neither supports nor objects to this application.	Approved	03/03/2023

23/00147/FU	Mon 09 Jan 2023	33 Scotland Way	Alterations including single storey rear extension with rooflights; new roof and alterations to front porch; new window at first floor to side; loft conversion with rooflights to front and dormer window to rear with, juliet balconies and french doors; demolition of existing conservatory and garage; raised terrace to rear	Horsforth Town Council neither supports nor objects to this application.	Approved	28/02/2023
23/00258/FU	Thu 12 Jan 2023	42 Victoria Mount	Pitched roof to existing flat roofed garage to side and alteration to side window	Horsforth Town Council neither supports nor objects to this application.	Approved	15/02/2023
23/00078/FU	Wed 18 Jan 2023	7 Church Grove	Single storey side extension with feature bay window to front; demolition of existing garage; hard landscaping including retaining wall to side and steps to front	The Town Council is unable to comment on this application as the plans are incomplete and do not include the proposed plan	Refused	03/03/2023

Item 6.1.

**Leeds City Council Planning Applications since 19th February 2023 and the comments made by the
Proper Officer with delegated powers**

Reference	Application Validated	Address	Proposal	HTC Response
23/00735/FU/NW	Wed 08 Feb 2023	31 Victoria Crescent Horsforth	Alterations including part two storey part single storey rear extension with roof lights, covered terrace, green roof and feature glazing; raised patio to rear; single storey front extension; new first floor window to side; demolition of existing conservatory	Horsforth Town Council neither supports nor objects to this application
23/00711/FU/NW	Tue 14 Feb 2023	51 West End Lane Horsforth	Alterations to existing extension and first floor extension to rear	Horsforth Town Council neither supports nor objects to this application
23/00839/FU/NW	Thu 09 Feb 2023	15 Brownberrie Crescent Horsforth	Two storey rear extension; single storey side extension with alterations to fenestration and new front door location; conversion of existing detached garage to store	Horsforth Town Council neither supports nor objects to this application
23/00647/FU	Wed 01 Feb 2023	37 West End Drive Horsforth	Demolition of single storey garage to rear garden, Proposed first floor front extension, single storey side and rear extension	Horsforth Town Council neither supports nor objects to this application

Item 6.2.

Leeds City Council Planning Applications to consider

Reference	Application Validated	Address	Proposal
23/01202/FU	Thu 02 Mar 2023	62 Broadgate Walk Horsforth	Single storey front, side and rear extension
23/01136/FU/NW	Tue 21 Feb 2023	23 Victoria Close Horsforth	Single storey side extension
23/00888/FU	Tue 21 Feb 2023	33 Outwood Lane Horsforth	Replacement of existing UPVC windows to first floor front elevation and replacing dormer windows to front/rear elevations
23/00667/FU	Tue 21 Feb 2023	75 Victoria Mount Horsforth	Demolition of existing garage; single storey side / rear extension; loft conversion to habitable rooms with dormer to rear and Juliet balcony
23/00878/FU/NW	Thu 02 Mar 2023	Horsforth Sports Club King Georges Field Brownberrie Lane	Alterations to club house including single storey rear extension, new external escape staircase and first floor door to rear, and new hardstanding to side and rear with 450mm high wall
23/01161/FU/NW	Fri 03 Mar 2023	62 Town Street Horsforth Leeds	Proposed residential redevelopment of car park, retaining commercial premises, and creating eight dwellings, with associated under-croft car parking and landscaping, following demolition of modern rear extensions
23/01300/FU/NW	Tue 07 Mar 2023	Newlathes Newlathes Road Horsforth	Demolition of existing garage; detached garden room with mezzanine to front, incorporating Juliet balcony, steps and landscaping including new wall featuring fencing and gate; rooflights to front

23/01254/FU	Mon 27 Feb 2023	HSBC 88 Town Street Horsforth	Minor internally & external work; Removal of external ATM, with internal & external aperture's in- filled with matching materials, Removal of external signage, Removal of external CCTV equipment, Removal of internal branch furniture/equipment.
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Item 7

Planning Appeals & Planning Appeal Decisions after 16.02.2023

Application No.	Address/Location	Details	HTC comments on application	Appeal ref	Procedure	Deadline to withdraw comments	Deadline for further comments	Appeal outcome
22/04854/FU	6 Greenbanks Drive	Single storey extension to front, side and rear; re-fenestration of existing house - render externally to first floor; raised ridge height; dormer window to the rear and rooflights to front	Horsforth Town Council neither supports nor objects to this application.	APP/N4720/D/22/3311112	fast track written reps	19/12/2022	N/A	Dismissed
22/04321/FU	1 Bridge Wood Close	New 1m high boundary fence to side of property, and new 1.8m boundary fence to front and side of property	Horsforth Town Council neither supports nor objects to this application.	APP/N4720/D/22/3310906	fast track written reps	21/12/2022	N/A	Dismissed
22/02778/FU	Banyan 106 - 108 New Road Side	Change of use of external car park area to an external seating area; outdoor bar area; festoon lighting to areas; alterations to landscaping	Objection – loss of car parking in the area. The commented was no submitted on the portal. Resolved to object as it would cause increased noise	APP/N4720/W/22/3305953	written reps	11/01/2023	11/01/2023	In progress

			and disturbance for neighbouring properties and loss of parking.					
22/05155/FU	Manor Croft Newlaithe s Road	Single storey front and side extension	Horsforth Town Council neither supports nor objects to this application.	APP/N4720/D/23/3315461	Fast track written reps	27/02/2023	N/A	In progress
22/06076/FU	7 Hall Park Garth	Part two storey and part single storey extension to side and rear with dormers to front and rear	Horsforth Town Council neither supports nor objects to this application.	APP/N4720/D/23/3315957	Fast track written reps	07/03/2023	N/A	In progress
22/07575/DTM	Grass Verge Off Brownberrie Lane Brownberrie Lane Horsforth Leeds LS18 5HA	Determination for a 5G 18m telecoms installation, H3G street pole with wraparound cabinet, six antennas, one GPS module and three equipment cabinets	Horsforth Town Council didn't comment	APP/N4720/W/23/3316439	Written reps	21/03/2023	21/03/2023	In progress

Item 9

Temporary event notices

Reference	Premises Name And Address	Application Type	Description of Application	Last date for representations	Case Officer
PREM/00026/005	Morrisons Daily, 79 Broadgate Lane, Horsforth, Leeds, LS18 5D	Minor variation	<p>1. To Change the name from McColls to Morrisons Daily</p> <p>2. To Add following conditions:</p> <p>The Premises Licence Holder shall be permitted to undertake the delivery of goods including alcohol by a third-party delivery company.</p> <p>There shall be no deliveries or collections of alcohol to or from the premises Monday to Saturday between 23:00 and 08:00 on the following day and not before 10:00 and after 22:30 on a Sunday.</p> <p>The premises shall operate in accordance with the Challenge 25 scheme</p>	14/03/2023	Mrs Bridget Massey



**Local Plan
Planning and Compulsory Purchase Act 2004
Town and Country Planning (Local Planning) (England) Regulations 2012 - Regulation 18
LEEDS LOCAL PLAN 2040 – SCOPING DOCUMENT FOR PUBLIC CONSULTATION
(REGULATION 18)**

The City Council has published, for comment, an early scoping¹ document for the Leeds Local Plan 2040 (LLP2040). This Leeds Local Plan sets out the authority's approach to planning policy and new development across the district for the period up to 2040.

Based on the potential scope suggested within the consultation material, it is proposed that the overarching ambition for Leeds Local Plan 2040 (LLP2040) is for it to be a plan that reflects the character, needs and requirements of the diverse places within the District; and enables the right amount of development, of the right type and quality, to come forward in the right places.

The current Local Plan 2040 consultation is to establish what the scope for Leeds Local Plan 2040 should be. There are certain policy topic areas we have to update because they are either out-of-date or no longer needed. Similarly, there are potential policy gaps that are not covered in our current Local Plan.

We believe that the following 7 topic areas should be within the scope of this local plan update:

- **Spatial Strategy** – where new development should take place.
- **Housing** – what type and size of new housing is needed.
- **Economic Development** – whether more land is required for new / expanding businesses.
- **Role of City and Local Centres** – approach to facilities and services in our centres.
- **Minerals & Waste** – how we manage waste and the extraction of resources while protecting local environments.
- **Transport & Connectivity** – integrating accessible and sustainable travel throughout the District.
- **Other policy areas** – ensuring high-quality new development can be delivered while respecting the local environment.

Call for Sites - In order to meet the needs of our residents and businesses up to 2040, the Local Plan 2040 may need to identify additional land for development. So that we can look at all potential options for this and choose the most suitable sites where they are most needed, we also want to hear from anyone who has any suggestions for sites that should be considered when we are developing the Local Plan.

Period for submission of Comments

Comments are invited on the Leeds Local Plan 2040 Scoping Document and Sustainability Appraisal Scoping Report for a period of 6 weeks, starting on **Friday 10th February and finishing on Friday 24th March 2023**. This statement provides details on how to make comments.

How to view the documents

The dedicated and accessible website www.leeds.gov.uk/llp2040 will be home to all the information contained within the draft Local Plan. This includes separate sections for the different topic areas. The consultation will be carried out in accordance with the [Statement of Community Involvement](#). The Council's consultation activity will be online with all consultation material being made available at www.leeds.gov.uk/llp2040.

¹ In fulfillment of the requirement to notify and invite representations as part of Local Plan preparation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012

This means people can read the whole draft plan or just the areas that are of interest and can contribute their views using our online surveys whether they have read the documents in detail or having read a shorter, more summarised version.

You will also be able to access consultation material at [Libraries](#) and [Community Hubs](#) as well as the Council's Main Office at Merrion House, 110 Merrion Way, Leeds, LS2 8BB.

Over the coming weeks, members of the Council's Planning team will also be arranging drop-in sessions so people can find out more about the Leeds Local Plan 2040. The details are available online at www.leeds.gov.uk/llp2040

Submitting your comments

This is an important piece of work and it is crucial that we hear from everybody that wants to comment on our plan, making sure we gather the views of as many people, businesses and stakeholders as possible, so the comments gathered represent varied views from all people, businesses and stakeholders across the city.

People can also have their say on Local Plan 2040 by using the online response form through the website www.leeds.gov.uk/llp2040, alternatively emailing llp2040@leeds.gov.uk, or by writing to: LLP2040 Consultation, Policy & Plans Group, Merrion House, 9th Floor East, 110 Merrion Centre, Leeds, LS2 8BB.

This initial scoping consultation on the draft Local Plan update will run until Friday 24th March 2023 and is the first stage in the process. We will continue to seek people's views as we progress, so that we can develop an updated Local Plan which represents the ambitions of our city as a whole.

The next stage is known as 'Issues and Options'. This will be where we carefully consider the comments you have sent us alongside evidence that we have developed, to identify the issues that the Plan needs to address and what the options for doing this are. This will likely be subject to public consultation in Autumn 2023.

Notification

Unless you specify otherwise, if you make a representation, we will notify you of future stages (including further public consultation). Correspondingly, your representation may be accompanied by a specific request to be notified at a specified address of any of the following:

- (i) the submission of the Local Plan for independent examination;
- (ii) the publication of the recommendations of the Inspector who will be appointed to carry out the subsequent examination; and
- (iii) the adoption of the Local Plan.

Please let us know if you have any requirements in terms of alternative formats or languages and we will make arrangements accordingly².

If you are unable to access the consultation material online, please contact us on 0113 37 87993 or write to us a: llp2040@leeds.gov.uk

Privacy Notice

To comply with its statutory obligations, the Council must make your representation available for public inspection, which includes making this available on the internet. This includes your name, address, and the contents of your comment. To protect personal data from unnecessary disclosure, the Council will, however, remove any personal information provided in your representation which we are not required, by law, to make available (for example, telephone numbers and signatures). The link to councils [Planning Privacy Notice](#)

² Please note that the consultation material is available as html format on our dedicated web-site to enable wider accessibility