



## **Horsforth Town Council**

Mechanics Institute  
Town Street  
Horsforth  
Leeds  
LS18 5BL

**[admin@horsforthtowncouncil.gov.uk](mailto:admin@horsforthtowncouncil.gov.uk) – [www.horsforthtowncouncil.gov.uk](http://www.horsforthtowncouncil.gov.uk) – 0113 258 0988**

### **Planning, Licensing and Traffic Committee**

**Thursday 13<sup>th</sup> April 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 16<sup>th</sup> March 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, M Townsley and J Arbuckle

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

#### **PLT/22.130 To receive apologies for absence and to consider the reason for the absence**

All councillors were present.

#### **PLT/22.131 Declaration of Disclosable Pecuniary and other Interests**

No interests were declared

#### **PLT/22.132 To consider questions and comments from members of the public at the Chairman's discretion**

No members of public were present.

#### **PLT/22.133 Minutes of the previous meetings**

**Resolved** to approve the minutes of the meeting held on Thursday 16<sup>th</sup> February 2023.

#### **PLT/22.134 Leeds City Council Planning Decisions**

The planning decisions were noted.

#### **PLT/22.135 New Planning Applications**

**135.1 To note the planning applications received since the meeting held on 16<sup>th</sup> February 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.

**135.2 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/22.136 Planning Appeals & Planning Appeal Decisions**

The appeals were noted.

#### **PLT/22.137 Planning Enforcement**

No planning enforcements to note.

#### **PLT/22.138 Licensing Applications**

The licensing applications were noted.

#### **PLT/22.139 Traffic**

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

##### **139.1 Complaints**

- a) **To consider correspondence received regarding parking on double yellow lines and incorrect use of disabled spaces on Town Street**

This was discussed and it was **resolved** that the Town Council will write to Leeds City Council to consider the improvement of signage and road markings.

##### **139.2 Traffic schemes**

Nothing new to report.

##### **139.3 Speed indicator device (SID) updates and any data**

Cllr Jones reported that he is 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/22.140 Leeds Bradford Airport (LBA)**

**To consider the following:**

##### **140.1 Leeds Bradford Airport Consultative Committee**

Cllr Jones to request minutes as he couldn't attend the meeting.

##### **140.2 Leeds Bradford Airspace Change – to receive and note updates (if any)**

Estimate of changes being implemented to be in five years time. It was noted that Leeds Bradford Airport has to fit in with plans from other airports' airspace.

##### **140.3 Any other matters relating to LBA**

No further matters.

#### **PLT/22.141 Neighbourhood Plan.**

It was noted that work on this is to be put on hiatus until after the elections.

#### **PLT/22.142 Leeds City Council Core Strategy and Site Allocation Plan**

No update.

#### **PLT/22.143 To consider correspondence received and agree any necessary action**

##### **143.1 Newlay Weir**

It was **resolved** to make contact after the elections. The Clerk will remind those in attendance after the election.

##### **143.2 Leeds Local Plan 2040**

There is one week (24.03.23) to make comments. No comments to make at the moment.

#### **PLT/22.144 To consider correspondence received and agree any necessary action**

##### **144.1 To consider correspondence received regarding the state of broken fencing and style between the end of Sussex Avenue and the farmers field beyond**

It was **resolved** that the dispute is between the complainant and the farmer as the maintenance of the fence is the responsibility of the farmer.

##### **144.2 To consider correspondence received regarding installing a 'school barrier' railing on the kerb outside of Prospect House Day Nursery.**

Cllr Hardcastle also received correspondence from the complainant. It was **resolved** that it needs to be dealt with by Leeds City Council and the TC has no power on this matter. It was noted that the Leeds City Councillors are aware of the issue of raised.

#### **PLT/22.145 Matters for information.**

None.

#### **PLT/22.146 Items for future agenda**

- Leeds Local Plan 2040
- Newlay Weir
- Speed indicator device (SID) updates

**PLT/22.147 Date of the next meeting**  
**Next meeting of the Committee: 13<sup>th</sup> April 2023**  
**Deadline for agenda items: 3<sup>th</sup> April 2023**  
The meeting dates were noted.

Meeting concluded at 7.50pm.

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

**Appendix 1 - Minute No. PLT/22.135 – comments on new planning applications**

Reference	Application Validated	Deadline for comments	Address	Proposal	HTC Response
<a href="#">23/01202/FU</a>	Thu 02 Mar 2023	Sat 25 Mar 2023	62 Broadgate Walk Horsforth Leeds LS18 4HB	Single storey front, side and rear extension	Horsforth Town Council neither supports nor objects to this application
<a href="#">23/01136/FU/NW</a>	Tue 21 Feb 2023	Fri 24 Mar 2023	23 Victoria Close Horsforth Leeds LS18 4PS	Single storey side extension	Horsforth Town Council neither supports nor objects to this application
<a href="#">23/00888/FU</a>	Tue 21 Feb 2023	Tue 11 Apr 2023	33 Outwood Lane Horsforth Leeds LS18 4JB	Replacement of existing UPVC windows to first floor front elevation and replacing dormer windows to front/rear elevations	Horsforth Town Council neither supports nor objects to this application
<a href="#">23/00667/FU</a>	Tue 21 Feb 2023	Fri 17 Mar 2023	75 Victoria Mount Horsforth Leeds LS18 4PX	Demolition of existing garage; single storey side / rear extension; loft conversion to habitable rooms with dormer to rear and Juliet balcony	Horsforth Town Council concerned about the Juliet balcony and privacy issues as it overlooks other properties.
<a href="#">23/00878/FU/NW</a>	Thu 02 Mar 2023	Thu 23 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	Horsforth Town Council neither supports nor objects to this application

<a href="#">23/01161/FU/NW</a>	Fri 03 Mar 2023	Tue 11 Apr 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	Horsforth Town Council neither supports nor objects to this application
<a href="#">23/01300/FU/NW</a>	Tue 07 Mar 2023	Tue 11 Apr 2023	Newlaithes Newlaithes 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	Horsforth Town Council neither supports nor objects to this application
<a href="#">23/01254/FU</a>	Mon 27 Feb 2023	Tue 11 Apr 2023	HSBC 88 Town Street Horsforth Leeds LS18 4AR	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.	Horsforth Town Council neither supports nor objects to this application

## Item 5

### Leeds City Council Planning Decisions 09.03.2023 to 05.04.2023

Reference	Application Validated	Address	Proposal	HTC Response	Decision	Date of decision
<a href="#">23/00647/FU</a>	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	Approved	20/03/2023
<a href="#">23/00612/FU</a>	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	Approved	16/03/2023
<a href="#">23/00185/FU</a>	Tue 10 Jan 2023	1 Victoria Grove	Demolition of existing conservatory and single storey extension to rear; construction of single story rear extension and two story side extension; new door and first floor	Horsforth Town Council neither supports nor objects to this application.	Approved	23/03/2023

			window to front; removal of existing detached garage to rear and new parking to front			
<a href="#">23/00839/FU/NW</a>	Thu 09 Feb 2023	15 Brownberrie Crescent Horsforth Leeds LS18 5PT	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	Approved	22/03/2023
<a href="#">23/00647/FU</a>	Wed 01 Feb 2023	37 West End Drive Horsforth Leeds LS18 5JR	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	Approved	20/03/2023

<a href="#">23/00667/FU</a>	Tue 21 Feb 2023	75 Victoria Mount Horsforth Leeds LS18 4PX	Demolition of existing garage; single storey side / rear extension; loft conversion to habitable rooms with dormer to rear and Juliet balcony	Horsforth Town Council concerned about the Juliet balcony and privacy issues as it overlooks other properties.	Approved	04/04/2023
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**Item 6.1.**

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

No comments made at present.

**Item 6.2**

**Leeds City Council Planning Applications to consider**

Reference	Application Validated	Deadline for comments	Address	Proposal
<a href="#">23/01578/FU</a>	Fri 10 Mar 2023	Thu 13 Apr 2023	201 Low Lane Horsforth Leeds LS18 5QW	Single storey rear extension
<a href="#">23/01686/FU</a>	Wed 15 Mar 2023	Sat 15 Apr 2023	3 South Lee Horsforth Leeds LS18 5LX	New front porch to front and replacing bay window with a small single storey front extension
<a href="#">23/01421/FU</a>	Tue 21 Mar 2023	Wed 12 Apr 2023	127 Broadway Horsforth Leeds LS18 4HL	One new dwelling
<a href="#">23/01542/FU</a>	Thu 09 Mar 2023	Sun 16 Apr 2023	28 St Margarets Avenue Horsforth Leeds LS18 5RY	Demolition of existing rear conservatory; single storey rear extension



<a href="#">23/01629/FU</a>	Thu 23 Mar 2023	Sun 16 Apr 2023	12 Hall Park Avenue Horsforth Leeds LS18 5LN	Single storey front side and rear extension
<a href="#">23/01648/FU</a>	Mon 27 Mar 2023	Wed 19 Apr 2023	Ashley Cottage Rein Road Horsforth Leeds LS18 4TA	Porch to front
<a href="#">23/01777/FU</a>	Mon 20 Mar 2023	Wed 19 Apr 2023	8 Fairfax View Horsforth Leeds LS18 5SZ	Single storey front extension
<a href="#">23/01760/FU</a>	Fri 17 Mar 2023	Thu 20 Apr 2023	48 West End Lane Horsforth Leeds LS18 5JP	Loft Conversion and rear dormer
<a href="#">23/01827/FU/NW</a>	Tue 21 Mar 2023	Fri 21 Apr 2023	The Brownberries Brownberrie Lane Horsforth Leeds LS18 5HE	Alterations including single storey rear extension; first floor balcony to rear with new door and balustrade; single storey extension to front
<a href="#">23/01761/FU</a>	Fri 17 Mar 2023	Fri 21 Apr 2023	2A Southway Horsforth Leeds LS18 5RP	Single storey front extension with carport to front/side
<a href="#">23/01811/FU/NW</a>	Mon 03 Apr 2023	Thu 27 Apr 2023	40 Hunger Hills Avenue Horsforth Leeds LS18 5JT	Alterations including two storey part single storey side extension
<a href="#">23/01421/FU</a>	Tue 21 Mar 2023	Thu 27 Apr 2023	127 Broadway Horsforth Leeds LS18 4HL	One new dwelling
<a href="#">23/01649/FU/NW</a>	Wed 05 Apr 2023	Thu 27 Apr 2023	Leeds Trinity University College Brownberrie Lane Horsforth Leeds LS18 5HD	Construction of a new atrium roof; internal extension of first floor; installation of 7.no air handling units, associated steel galvanised ducting and various condenser units; Installation of companionway ladder and handrail on the atrium east and west elevations

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
22/02778/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 and disturbance for neighbouring properties and loss of parking.	<a href="#">APP/N4720/W/22/3305953</a>	written reps	11/01/2023	11/01/2023	In progress
22/05155/FU	Manor Croft Newlaithe s Road	Single storey front and side extension	Horsforth Town Council neither supports nor objects to this application.	<a href="#">APP/N4720/D/23/3315461</a>	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	<a href="#">APP/N4720/D/23/3315957</a>	Fast track written reps	07/03/2023	N/A	In progress

			objects to this application.					
22/07575/DTM	Grass Verge Off Brownber rie Lane Brownber rie 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	<a href="#">APP/N4720/W/23/3316439</a>	Written reps	21/03/2023	21/03/2023	In progress

## Item 9

### Temporary event notices

Reference	Address	Event dates	Activities	Activity Dates & Times	Last date for representations	Notice Type/Comments
TEN/000497	Once Upon A Vine, 21 Town Street, Horsforth, Leeds, LS18 5LJ,	30/03/2023	The sale by retail of alcohol	21:00 - 23:00	23/03/2023	Late Temporary Event Notice - Notice Accepted  Comments - Private wine tasting
TEN/000498	Beer Festival, Horsforth Brewery, 143 New Road Side, Horsforth, Leeds, LS18 4QD,	07/04/2023 - 09/04/2023	The sale by retail of alcohol  The provision of regulated entertainment	11:30 - 23:30	24/03/2023	Normal Temporary Event Notice - Notice Accepted  Comments - Beer festival with food truck and live music in building and car park area
TEN/000511	Hemmingway's Cocktail Bar, 15 Town Street, Horsforth, Leeds, LS18 5LJ,	06/04/2023 - 07/04/2023	The sale by retail of alcohol  The provision of regulated entertainment	Every Day 15:00 - 01:30	27/03/2023	Normal Temporary Event Notice - Notice Accepted  Comments - Easter Party
TEN/000512	Hemmingway's Cocktail Bar, 15 Town Street, Horsforth, Leeds, LS18 5LJ,	09/04/2023 - 10/04/2023	The sale by retail of alcohol  The provision of regulated entertainment	Every Day 15:00 - 01:30	27/03/2023	Normal Temporary Event Notice - Notice Accepted  Comments - Easter Party
TEN/000527	School Hall, St Margarets Church Of England Primary School, Town Street, Horsforth, Leeds, LS18 5BL,	21/04/2023	The sale by retail of alcohol	18:00 - 22:00	29/03/2023	Normal Temporary Event Notice - Notice Accepted  Comments - Quiz night in the school hall

TEN/000555	The Clubhouse, Yarnbury R U F C, Brownberrie Lane, Horsforth, Leeds, LS18 5HB,	13/07/2023 - 15/07/2023	The sale by retail of alcohol  The supply of alcohol by a club The provision of regulated entertainment	11:00 - 23:00	04/04/2023	Normal Temporary Event Notice - Notice Accepted  Comments - A beer and music festival to raise funds for Yarnbury RFC and local charities.
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