



Horsforth Town Council

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Planning, Licensing & Traffic Committee Minutes Thursday 13th February 2025 at 7pm Horsforth Museum, 5 The Green, Horsforth, LS18 5JB

Present: In Chair – Cllrs R Hardcastle, D Brosnan, M Fletcher, G Garvani, A Goulden, and E Hydes

In attendance: B Crabtree – Clerk, Leeds West Despatch correspondent, LBA Town Council Representative – R Jones, and two members of public

PLT/24.120 Introduction from the Chairman

Cllr Hardcastle welcomed all to the meeting.

PLT/24.121 To receive apologies for absence and to consider the reason for the absence

All councillors were present.

PLT/24.122 Declaration of Disclosable Pecuniary and other Interests

Cllr Brosnan declared an interest in Item PLT/24.129, premises Licence or Club Premises Certificate applications.

PLT/24.123 To consider questions and comments from members of the public at the Chairman's discretion

Ian Mackey from Leeds City Council (LCC) was in attendance and provided the following information regarding the Neighbourhood Plan and Site Allocation Plan:

- He has reviewed the TC's Neighbourhood Plan and commended its professionalism, advising that the TC ensure it is being properly monitored.
- He confirmed that planning officers find the Neighbourhood Plan useful when considering planning applications.
- He recommended that the TC review the Neighbourhood Plan based on factual evidence, suggesting that a scoring exercise could be an effective method. LCC would be available to assist with this.
- He made councillors aware of the review process, noting that while it is not a statutory requirement, it is up to the TC to decide whether to carry out the review. He confirmed that LCC would cover the cost of a referendum if one were required.
- He highlighted that the upcoming Local Plan consultation provides an opportune moment to review the Neighbourhood Plan.
- It was noted that site allocations are currently under consideration, and specific preferred sites will be put forward. One option includes focusing on brownfield sites in and around the City Centre and the LBA Corridor, as these are deemed sustainable locations. Another option is to ensure that every area in Leeds shares, though the challenge with this approach is that not all areas would be sustainable.
- The Green and Grey Belt will be discussed as part of the Local Plan.

- Landowners have been proposing sites for development, and LCC has been assessing these proposals for the past year. LCC will brief councillors about the consultation in March, and there will be an executive board meeting on 9th June 2025 to approve the Leeds Local Plan. Information regarding this will be published shortly after.
- Ian also provided advice on key considerations when reviewing the Neighbourhood Development Plan (NDP), including community actions, housing design, site allocations, potential for better use of buildings, monitoring, and the NDP's use in considering applications and appeals. He mentioned that the Horsforth Village Design Guide could be useful in the review process.

PLT/24.124 Minutes of the previous meetings

Resolved to approve the minutes of the meeting held on 23rd January 2025 as an accurate record.

PLT/24.125 Leeds City Council Planning Decisions

The planning decisions were noted.

PLT/24.126 New Planning Applications

126.1 To note the planning applications received since the meeting held on 23rd January 2025 and the comments made by the Proper Officer whilst she had delegated powers to comment.

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

126.2 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/24.127 Planning Appeals & Planning Appeal Decisions

The appeal with reference APP/N4720/W/25/3359261 was considered and it was **resolved** to write to LCC stating the following key points:

- The TC is against the appeal proposals put forward by the applicant and supports the planning refusal put forward by Leeds City Council.
- The appeal should be framed in the context of the application to construct nine dwellings only, and not the previously approved sports hall.
- There are concerns about the suitability of Wood Lane to handle the additional traffic generated by the development and the proposed access road is unfit for purpose. Not only is the lane of insufficient width, but it is also not suitable for this volume of traffic. The TC believes the additional risk to the houses on Craggwood Road (due to the sheer drop below the wall) is unacceptable.
- There are concerns that the development is contrary to the Horsforth Neighbourhood Plan. The proposed development lies within the Cragg Hill and Woodside Conservation Area (Horsforth Character Area 4). Policy BE1 of the adopted neighbourhood plan states that future proposals respect the importance of green space in the character area. The plan also requires that mid distance views (including along Wood Lane) be respected. Given this development would occupy a key green space, and would be visible in these key views, the TC objects to this development on this principle as there would be significant harm to the character and conservation area which would be outweighed by the benefit of any additional housing.
- The proposal also runs counter to policy H6 of the plan - the housing as currently described is unlikely to be suitable for the elderly or for assisted living, nor are they likely to be starter homes for young people.
- The policy also does not compliment policy TT3 of the plan - the development would obstruct several non-definitive footpaths that run across the land, without securing a commitment to creating protected public rights of way. Wood Lane is also a public bridleway and the increase in traffic along this public right of way would bring users into conflict.

PLT/24.128 Planning Enforcement

No planning enforcements to note.

PLT/24.129 Licensing Applications

The licensing applications were noted and there were no comments.

PLT/24.130 Traffic

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

130.1 Complaints (if any)

None to report.

130.2 Traffic schemes (if any)

None to report.

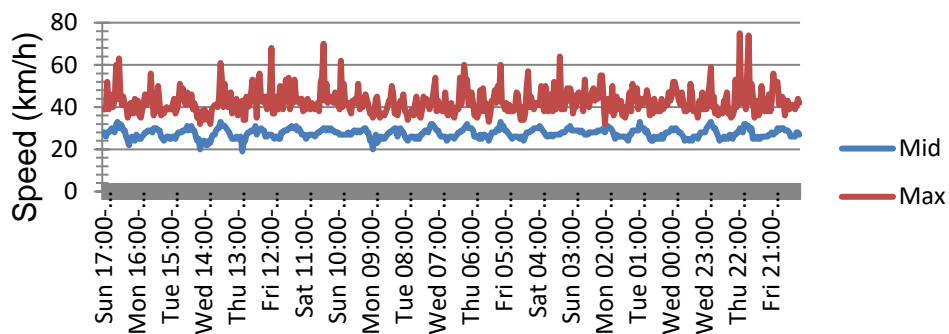
130.3 Speed indicator device (SID) updates and any data

i. To consider and agree a new location for the SID

Cllr Fletcher had provided the following data to councillors in advance of the meeting.

Resolved that the Clerk will contact LCC to inquire about which columns on Low Lane have been programmed for Speed Indicator Devices (SIDs), and that the exact location for the SID to be moved to will be determined at the next meeting.

Sequence Average and Maximum speed



Evaluation time	19 January 2025,17:00 - 08 February 2025,18:00						
Speed limit	50	km/h	Values	Vehicles	Vd[km/h]	Vmax[km/h]	V85 [km/h]
Speed violations	0.04	%	276689	30794	27	75	31
ADT	1536						
AYT	560640						

ii. To receive an update about borrowing a SID from LCC including approving the Risk Assessment

The Clerk reported that TC will be unable to borrow a Speed Indicator Device (SID) capable of capturing and downloading traffic speed data, as it has been damaged. However, they are able to offer an alternative SID, which displays a smiley face symbol when a vehicle is traveling within the set speed limit, and a frowning face symbol when the vehicle exceeds the limit. This SID will also serve as an educational tool to raise awareness among drivers about the speed limit, encouraging them to adjust their speed accordingly. Councillors will need to manually record the results on a tally sheet.

Resolved to borrow the alternative SID, and the Clerk will email all members of the council to seek volunteers for this task.

PLT/24.131 Leeds Bradford Airport (LBA)

To consider the following and agree any necessary action:

131.1 Leeds Bradford Airport Consultative Committee.

No updates to note.

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

No updates to note.

131.3 Any other matters relating to LBA.

Cllr Jones noted once again that LCC will be holding a public inquiry in March regarding LBA's appeal for a change in night flight rules. He confirmed that the City Councillors have objected to the appeal. This matter will be considered at the next Full Council meeting.

Cllr Jones also reported that the Chancellor has made an announcement that may pave the way for the airport expansion

PLT/24.132 Neighbourhood Plan.

To consider any updates and agree any necessary action including:

132.1 To receive an update from the Neighbourhood Plan working group

Cllr Goulden reported that the data analysis has been completed and the results will be shared shortly. See item PLT/24.123.

PLT/24.133 Leeds City Council Core Strategy and Site Allocation Plan

To consider any updates and agree any necessary action including:

133.1 To welcome I. Mackay from LCC and receive an update about the progress of the site allocation plan

See item PLT/24.123.

PLT/24.134 Matters for information

Cllr Hardcastle reported that a resident had inquired whether there were any plans to resurface West End Rise and why it had been overlooked when West End Lane to Hall Lane was resurfaced. He responded to the resident, explaining that LCC may prioritise main routes. The Clerk confirmed that LCC has West End Rise scheduled for resurfacing in 2025/2026.

The Clerk also reported that LCC has advertised the proposed parking charges at Fink Hill car park. Comments can be submitted until 14th March 2025. She will include this item on the agenda for the Community and Environment Committee meeting on 6th March 2025.

PLT/24.135 Items for future agenda

- Fink Hill Carpark
- Expansion of external space at a restaurant on Town Street

PLT/24.136 Date of the next meeting

Next meeting of the Committee: 20th March 2025

Deadline for agenda items: 10th March 2025

The meeting date was noted.

The meeting concluded at 8.35pm

Distribution: Cllrs R Hardcastle, D Brosnan, M Fletcher, G Garvani, A Goulden, E Hyndes

Appendix 1 - Minute No. PLT/24.126.2 – comments on new planning applications

Reference	Address	Proposal	HTC Response
25/00255/FU/NW	249 New Road Side Horsforth Leeds	Change of use from residential (use class C3) to dental premises (use class E(e))	Horsforth Town Council neither supports nor objects to this application.
25/00355/FU/NW	3 Brownberrie Crescent Horsforth Leeds	Conservatory to be removed to rear and replaced with single storey rear extension	Horsforth Town Council neither supports nor objects to this application.
25/00287/FU/NW	1 Hall Park Rise Horsforth Leeds	First floor and single storey extension to front/side; new pitched roof over existing garage; replacement of door with french doors and replacement of french door with one window to rear	Horsforth Town Council neither supports nor objects to this application.
25/00401/LI/NW	57 Long Row Horsforth Leeds	Listed Building application for conversion of detached garage to habitable rooms, incorporating increased ridge height	Horsforth Town Council neither supports nor objects to this application.
25/00365/FU/NW	2 Oliver Hill Horsforth Leeds	Retrospective application for demolition of existing raised terrace area, retaining wall, steps conservatory, attached garage, chimney and removal of roof to existing bungalow to create new first floor extension with rooms in roof space and roof lights to front to form a dwelling house including addition of new raised terrace area with balustrade above including addition of new raised terrace area with balustrade above to side; amendments to fenestration and new render to all elevations	Horsforth Town Council objects to this application on the grounds of the height and mass of the proposed building. Horsforth Town Council would like to comment to note that the style of property is not in-keeping with the style of the surrounding buildings.
25/00578/FU/NW	Vergers Cottage Town Street Court Horsforth	Detached garage to side	Horsforth Town Council neither supports nor objects to this application.
25/00632/FU/NW	3 Oliver Hill Horsforth Leeds	Single storey side/rear extension and garage conversion to habitable room space	Horsforth Town Council neither supports nor objects to this application.