



Horsforth Town Council

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Planning, Licensing & Traffic Committee Minutes Thursday 20th March 2025 at 7pm Horsforth Museum, 5 The Green, Horsforth, LS18 5JB

Present: In Chair – Cllr Brosnan (Vice Chair)
Cllrs M Fletcher, G Garvani, A Goulden, and E Hydes

In attendance: B. Crabtree – Clerk, Leeds West Despatch Correspondent

PLT/24.137 Introduction from the Chairman
Cllr Brosnan welcomed all to the meeting.

PLT/24.138 To receive apologies for absence and to consider the reason for the absence
Apologies were received from Cllr Hardcastle and reasons were approved.

PLT/24.139 Declaration of Disclosable Pecuniary and other Interests
Cllr Brosnan declared an interest in Item PLT/24.146, premises Licence or Club Premises Certificate application and Cllr Hyndes declared an interest in Item PLT/24.143.2, application 25/01033/FU.

PLT/24.140 To consider questions and comments from members of the public at the Chairman's discretion
The Horsforth correspondent for Leeds West Despatch was in attendance but had no comments.

PLT/24.141 Minutes of the previous meetings
Resolved to approve the minutes of the meeting held on 13th February 2025 as an accurate record.

PLT/24.142 Leeds City Council Planning Decisions
The planning decisions were noted. Additionally, Councillors observed that the committee had objected to planning application 24/06987/FU, citing the neighbourhood plan in their comments. Although Leeds City Council (LCC) had refused the application, they did not reference the neighbourhood plan in their decision

PLT/24.143 New Planning Applications

- 143.1 To note the planning applications received since the meeting held on 13th February 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.
- 143.2 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/24.144 Planning Appeals & Planning Appeal Decisions
No appeals to note.

PLT/24.145 Planning Enforcement

No planning enforcements to note.

PLT/24.146 Licensing Applications

The licensing applications were noted and there were no comments.

PLT/24.147 Traffic

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

147.1 Complaints (if any)

None to report.

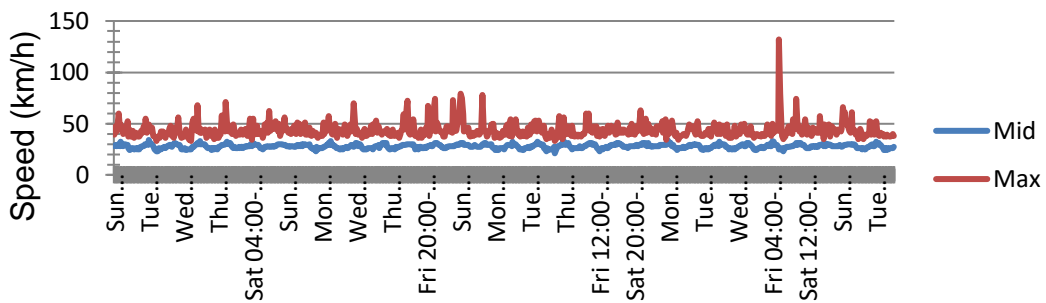
147.2 Traffic schemes (if any)

None to report.

147.3 Speed indicator device (SID) updates and any data

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

Sequence Average and Maximum speed



09 February 2025,20:00							
- 11 March 2025,21:00							
Evaluation time							
Speed limit	50	km/h	Values	Vehicles	Vd[km/h]	Vmax[km/h]	V85 [km/h]
Speed violations	0.04	%	424389	47801	27	132	31
ADT	1591						
AYT	580715						

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

Resolved to move the SID to another location on Low Lane closer to the roundabout at a cost of £100.

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

Resolved that Cllr Brosnan will collect the SID from LCC and will carry out the speed checks alongside Cllr Goulden. The committee will request location suggestions at the upcoming Full Council meeting

PLT/24.148 Leeds Bradford Airport (LBA)

To consider the following and agree any necessary action:

148.1 Leeds Bradford Airport Consultative Committee

No update.

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

No update.

148.3 Any other matters relating to LBA

It was noted that the public inquiry had been adjourned. Additionally, Cllrs discussed that the Town Council had previously been invited to visit the new terminal. The Clerk was asked to contact LBA to enquire about arranging a suitable time for the visit.

PLT/24.149 Neighbourhood Plan.

To consider any updates and agree any necessary action including:

149.1 To receive an update from the Neighbourhood Plan working group

Cllr Goulden had prepared a Neighbourhood Plan Preliminary Survey Results report and circulated it prior to the meeting. It was noted that 130 residents had completed the survey, with just over half of them being unfamiliar with the plan. It was agreed that the Town Council needs to increase publicity for the plan, and a poster will be created for this purpose. Concerns were raised regarding traffic and transport, which was highlighted as the fourth priority in the area, and this should be kept in mind.

It was also noted that the Communities & Environment (C&E) Committee is reviewing the community actions. The Clerk confirmed that an update will be provided shortly, as she is currently working through the actions with Cllr Gains. This will be added to the next Planning, Licensing, and Transport (PL&T) Committee agenda for further consideration.

All Councillors expressed their thanks to Cllr Goulden for the report.

PLT/24.150 Leeds City Council Core Strategy and Site Allocation Plan

No update.

PLT/24.151 To consider matters requested by Councillors/Clerk and agree any necessary action:

151.1 To consider the expansion of external space at a restaurant on Town Street

Resolved that Cllr Brosnan will speak to the owner of the restaurant and make them aware of the TCs concerns.

PLT/24.152 To consider correspondence received and agree any necessary action:

152.1 To consider the Kirkstall Neighbourhood Development Plan

Resolved that the TC thinks it is a valuable document for the Kirkstall community.

PLT/24.153 Matters for information

The Clerk noted the suggested sites map for the Leeds Local Plan 2040. Councillors raised concerns that the Town Council does not receive regular updates on this matter. The Clerk will contact LCC to address this issue.

PLT/24.154 Items for future agenda

- Community Actions including:
 - Restrictions on charity shops, betting shops & hairdressers.
 - Lobby LCC re Article 4 Direction extension
- Expansion of external space at a restaurant on Town Street
- Terms of Reference

PLT/24.155 Date of the next meeting

Next meeting of the Committee: 24th April 2025

Deadline for agenda items: 14th April 2025

The meeting date was noted, additionally, it was noted that the May meeting date is due to be changed.

The meeting concluded at 8.21pm

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

Appendix 1 - Minute No. PLT/24.143.2 – comments on new planning applications

Reference	Address	Proposal	HTC Response
25/01036/FU/NW	15 The Avenue Horsforth Leeds	Garage conversion to the side into habitable room space, replacement of garage door with new door, small windows and rooflights	Horsforth Town Council neither supports nor objects to this application.
25/01033/FU	211 Hall Lane Horsforth Leeds LS18 5EG	Single storey side extension and porch to the front	Horsforth Town Council neither supports nor objects to this application.
25/01221/FU/NW	62 Rawdon Road Horsforth Leeds	Demolition of outbuilding and of existing conservatory to replace with single storey side/rear extension; single storey side extension; erection of a detached garage to rear	The Town Council objects to this development on the grounds that it is contrary to Policy BE1 of the Horsforth Neighbourhood Plan. The Neighbourhood Plan stipulates that any development should retain the distinctiveness of the architectural styles in the area. The Town Council believes that the development should be in keeping with the existing building and use sympathetic materials.
25/01130/FU/NW	Southfield Calverley Lane Horsforth	Demolition of rear extension to form single storey side/rear extension with steps; Part two and single storey side/rear extension to other side, incorporating steps and second floor balcony with new door to side and glass balustrading; associated fencing to side	Horsforth Town Council neither supports nor objects to this application. The Town Council notes that there is no elevation document available to view.
25/01160/FU/NW	62 St Margarets Road Horsforth Leeds	Demolition of existing extension and erection of a replacement single storey rear extension; Altered and new windows to front and sides	Horsforth Town Council neither supports nor objects to this application.
25/01148/FU/NW	2 Brownberrie Avenue Horsforth Leeds	Demolition of garage and store to side; erection of two storey side extension; new open porch to front; outbuilding to rear	The Town Council objects to this development on the grounds that it is out of keeping with the area, its scale in relation to neighbouring properties, and its dominant location. The Town Council also notes that the development would obstruct the view for vehicles using the back lane.

25/01177/FU/NW	2 Argyl Close Horsforth Leeds	Conversion and alterations of double garage to form habitable rooms; replacement of door and window with bi folding doors to rear; dormer window to rear	Horsforth Town Council neither supports nor objects to this application.
25/01274/FU/NW	4 Rockery Croft Horsforth Leeds	Replace existing windows frames to front/rear of first floor flat	Horsforth Town Council neither supports nor objects to this application.
25/01305/FU/NW	40 St Margarets Avenue Horsforth Leeds	Single storey rear extension; Raising of first floor roof height to the side, alterations to extend existing dormer to the rear; Refurbishment of existing roof, replacing and alterations to windows throughout.	Horsforth Town Council neither supports nor objects to this application.
25/01353/FU/NW	73 Broadgate Lane Horsforth Leeds	Hip to gable loft conversion, with dormer window to the rear and two Velux windows to the front; Single storey side and rear infill extension, Garage conversion to the side, removal of existing garage door, replacing with a bay window and canopy to the front, to match existing canopy.	Horsforth Town Council neither supports nor objects to this application but notes that the proposed changes to the fabric of the building are substantial, particularly the dormer
25/01346/FU/NW	33 Broadgate Lane Horsforth Leeds	New high level window to existing ground floor living room	Horsforth Town Council neither supports nor objects to this application.
25/01295/FU/NW	58 Brownberrie Avenue Horsforth Leeds	Single storey side extension, including paving to side and steps and balustrade to rear	Horsforth Town Council neither supports nor objects to this application.
25/01402/FU/NW	1A Park Grove Horsforth Leeds	Two storey rear extension; new canopy and entrance door to front; two new windows to other side at first floor	Horsforth Town Council neither supports nor objects to this application.