



Horsforth Town Council

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Horsforth

Leeds

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Planning, Licensing and Traffic Committee

Thursday 20th March 2025

AGENDA PACK

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



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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 keys 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.

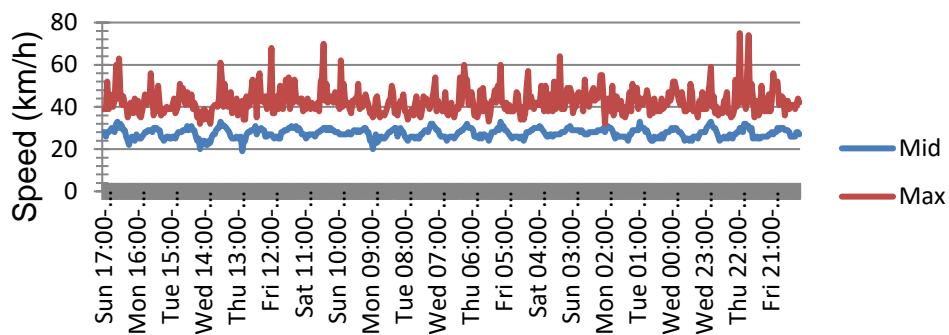
130.3 Speed indicator device (SID) updates and any data

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 a 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.

Item 6

Leeds City Council Planning Decisions 06.02.2025 to 10.03.2025

Reference	Address	Proposal	HTC Response	Decision
24/07202/FU/NW	87 Long Row Horsforth	Single storey extension with steps to rear	Horsforth Town Council neither supports nor objects to this application.	Approved
25/00087/FU/NW	23 Victoria Close Horsforth Leeds	Demolition of existing garden shed and store; new summer house to rear, attached to existing garage	Horsforth Town Council neither supports nor objects to this application.	Approved
25/00091/FU/NW	16 Stanhope Drive Horsforth Leeds	Single storey front extension with new door/raised steps and railings to side	Horsforth Town Council neither supports nor objects to this application.	Refused: The Local Planning Authority considers that, by reason of the inappropriate design of the extension and prominent location to the front of the property, the development will result in an incongruous extension causing harm to the visual amenity of the existing and wider street scene. As such, the development is contrary to policy P10 of the Core Strategy, saved policies GP5 and BD6 of the Unitary Development Plan Review (2006), policy HDG1 of the Householder Design Guide SPD along with contained within the NPPF.

24/07207/FU/NW	60 Outwood Lane Horsforth Leeds	Demolition of garden room to side/rear replaced with single storey side/rear extension; dormer window to rear; bay window replacing garage door to front making it a garage conversion to habitable room space; replacement windows to first floor rear and extension to existing detached garage forming part garage conversion to habitable room space	Horsforth Town Council neither supports nor objects to this application.	Approved
25/00079/FU/NW	27 St Margarets Road Horsforth Leeds	Gable end first floor side extension; single storey rear extension; single storey front extension; garage conversion to habitable room space; replacing garage door/front door and windows	Horsforth Town Council neither supports nor objects to this application.	Approved
25/00043/FU/NW	92 West End Drive Horsforth Leeds	Part single storey part first floor side extension and large patio doors replacing small window to rear	Horsforth Town Council neither supports nor objects to this application.	Approved
25/00039/FU/NW	1A Park Grove Horsforth Leeds	Two storey rear extension; dormer window to rear; roof lights to front; new first floor windows to both sides; new canopy to front; replacement windows; new front door and removal of chimneys	Horsforth Town Council neither supports nor objects to this application.	Refused: The Local Planning Authority considers that, by reason of the inappropriate scale, form and poor design, the proposal would lead to an unsympathetic and incongruous form of development which would fail to respect the existing character and appearance of the house and would lead to harm within the context and the wider

				street scene. As a result, the proposal is unacceptable in design and character terms and would be contrary to polices GP5, BD6 of the UDP and with policies P10 and P11 of the Core Strategy and with the aims and intentions of the NPPF.
24/07148/FU/NW	28 Knol Wood Park	Formation of additional first and second storey with dormer window to rear and rooflights to front; Infill extension to existing bungalow; removal of lobby and new steps to front	Horsforth Town Council neither supports nor objects to this application.	<p>Refused: 1) The Local Planning Authority considers that the proposal, by reason of the unsympathetic scale, form and poor design of the proposed rear dormer would lead to an unsympathetic and incongruous form of development which would fail to respect the existing character and appearance of the house and would lead to harm within the context and the wider street scene. As a result, the proposal is unacceptable in design and character terms and would be contrary to polices GP5, BD6 of the UDP and with policies P10 and P11 of the Core Strategy and with the aims and intentions of the NPPF.</p> <p>2) The Local Planning Authority considers that the proposal would be a detrimental addition to the existing scale and form of the host dwelling. The additional mass on the</p>

				existing roof in this location, orientation, and topography would adversely impact on the neighbours no.26 along the shared boundary in terms of overshadowing and overdominance. The proposed development by virtue of its elevated position, and proximity to the neighbouring rear amenity space at close quarters will cause overlooking detriment of their amenity and would be contrary to Policy P10 of the Leeds Core Strategy, saved Policies GP5 and BD6 of the Leeds Unitary Development Plan, Policy HDG2 of the Householder Design Guide and guidance contained within the NPPF.
24/07387/FU	91 Hall Park Avenue Horsforth Leeds	Single storey rear extension	Horsforth Town Council neither supports nor objects to this application.	Approved
24/06987/FU/NW	231 Hall Lane Horsforth Leeds	Construction of detached timber car port and garage; sliding vehicle gate, and swinging pedestrian gate to existing stone wall; new stone wall with pedestrian gate to side	The Town Council objects to this development on the basis that it is contrary to policy BE1 of the Horsforth Neighbourhood Plan. Hall Lane is considered an important character area, and the Neighbourhood Plan states that any development should respect important views, and retain the distinctiveness of the varied architectural styles. The proposed structure, by its design	Refused: 1) The Local Planning Authority considers that the proposed development would, by reason of its location, scale and design result in a visually intrusive and overly dominant feature that would be detrimental to the spatial character and appearance of the plot in which it is located and the visual amenity of the wider street scene. As such the

			and construction, would be inappropriate for this site and would impact the distinctiveness of the area.	proposal is contrary to policy P10 of Leeds Core Strategy policy GP5 of Leeds Unitary Development Plan (Review) 2006 and to the guidance set out in the National Planning Policy Framework. 2) The Local Planning Authority considers that, in the absence of information to demonstrate otherwise, the location of the proposed garage would detrimentally impact the ability for cars to enter and exit the site in a forward gear due to a limited reversing aisle width. Given the nature of Hal Lane, the inability to enter and exit the site in a forward gear would be detrimental to highway safety, contrary to policy T2 of the Core Strategy and the guidance set out in Leeds Transport SPD.
24/07020/FU/NW	17 Craggwood Road Horsforth	Addition of solar panels to front and wall mounted battery/inverter to rear	Horsforth Town Council neither supports nor objects to this application.	Approved

Leeds City Council Planning Applications since 13th February 2025 and the comments made by the Proper Officer with delegated powers.

Reference	Address	Proposal	HTC Response
25/00766/FU/NW	38 Rawdon Road Horsforth Leeds	Alterations to existing house, reducing size with alteration to first floor rear and removal of bay window to front	HTC support this application to bring this property into line with the planning requirements and to bring the property back into use
25/00751/FU/NW	162 Broadway Horsforth Leeds	Single storey rear extension; new obscure glazed ground floor window to rear	Horsforth Town Council neither supports nor objects to this application.
25/00668/FU/NW	21 Far Reef Close Horsforth Leeds	Variation of Condition 2 (plans to be approved) to previously approved Planning Application 23/07295/FU (Part two storey part single storey side/rear extension, including balcony to side at first floor; single storey extension to front; conversion of existing garage to habitable room) to amend the approved drawings to allow revised plans, adding a modest corridor across the rear, at first floor level, to facilitate access and these updated drawings will also show the further reduced addition to the first floor rear and reduced overall ridge height of the first floor extension	Horsforth Town Council neither supports nor objects to this application.
25/00788/FU/NW	26 Riverside View Horsforth Leeds	Retrospective application for garage conversion to habitable room space	Horsforth Town Council neither supports nor objects to this application.
25/00820/FU/NW	38 St Margarets Avenue Horsforth Leeds	Demolition of conservatory; construction of single storey rear extension; new first floor extension to side, above existing garage; new door and window to side	Horsforth Town Council neither supports nor objects to this application.
25/00684/FU/NW	35 West End Rise Horsforth Leeds	Two storey extension to front, with feature glazing; single storey rear extension with flat roof; new windows to rear at first floor, each with juliet balcony; demolition of existing rear extension; existing dormer window roof to front to be replaced with flat roof and rendered black; a l elevations of the dwelling be rendered white	Horsforth Town Council neither supports nor objects to this application.
25/00939/FU/NW	6 Brodrick Drive Horsforth Leeds	Single storey side extension	Horsforth Town Council neither supports nor objects to this application.
25/00951/FU/NW	8 Newlay Wood Close Horsforth Leeds	Demolition of garage and extension; new single storey side extension and porch to rear	Horsforth Town Council neither supports nor objects to this application.

Item 7.2

Leeds City Council Planning Applications to consider.

Reference	Address	Proposal
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
25/01033/FU	211 Hall Lane Horsforth Leeds LS18 5EG	Single storey side extension and porch to the front
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
25/01130/FU/NW	Southfield Calverley Lane Horsforth	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
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
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
25/01177/FU/NW	2 Argyll 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
25/01274/FU/NW	4 Rockery Croft Horsforth Leeds	Replace existing windows frames to front/rear of first floor flat
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 alterterions to windows throughout.
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 infil 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.
25/01346/FU/NW	33 Broadgate Lane Horsforth Leeds	New high level window to existing ground floor living room

25/01295/FU/NW	58 Brownberrie Avenue Horsforth Leeds	Single storey side extension, including paving to side and steps and balustrade to rear
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

Item 8

Planning Appeals & Planning Appeal Decisions after 13.02.2025

No appeal updates as of 11.03.2025

Item 10 Temporary event notices

No notices as of 11.03.2025

Premises Licence or Club Premises Certificate applications

Reference	Premises name and address	Application type	Description of application	Last date for representations
PREM/01321/023	Three Swords (The), 106/108 New Road Side Horsforth Leeds LS18 4QB	Variation	This is an application to vary the current licence. We would like to add Brunch dishes to our menu. Friday to Sunday from 9am. This would include cocktails. We wish to change the following activity; Change to Activity: Sale by retail of alcohol Changing from: Every Day 11:00 - 00:30 Changing the following days to: Friday to Sunday 09:00 - 00:30 Alcohol sold for consumption on the premises	19/03/2025

