



Horsforth Town Council

The Stables, 2 Church Road

Horsforth

Leeds

LS18 5LG

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

Planning, Licensing and Traffic Committee

Thursday 15th May 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 24th April 2025 at 7pm
Horsforth Museum, 5 The Green, Horsforth, LS18 5JB

Present: In Chair – Cllr R Hardcastle (Chair)
Cllrs D Brosnan, M Fletcher, G Garvani, and E Hydes

In attendance: B. Crabtree – Clerk

PLT/24.156 Introduction from the Chairman
Cllr Hardcastle welcomed all to the meeting.

PLT/24.157 To receive apologies for absence and to consider the reason for the absence
Apologies were received from Cllr Goulden and reasons were approved.

PLT/24.158 Declaration of Disclosable Pecuniary and other Interests
Cllr Hardcastle declared an interest in item PLT/24.162.2, application 25/01817/FU.

PLT/24.159 To consider questions and comments from members of the public at the Chairman's discretion
No members of public were present.

PLT/24.160 Minutes of the previous meetings
Resolved to approve the minutes of the meeting held on 20th March 2025 as an accurate record

PLT/24.161 Leeds City Council Planning Decisions
The planning decisions were noted.

PLT/24.162 New Planning Applications

162.1 To note the planning applications received since the meeting held on 20th March 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.

162.2 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/24.163 Planning Appeals & Planning Appeal Decisions
The appeals were noted and it was **resolved** to comment on APP/N4720/D/25/3362878 as proposed in advance by Cllr Goulden.

PLT/24.164 Planning Enforcement
No planning enforcements to note.

PLT/24.165 Licensing Applications

The licensing applications were noted.

PLT/24.166 Traffic

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

166.1 Complaints (if any)

The Clerk reported that she had received an email from a resident who had concerns about crossing the ring road halfway between Rodley and Horsforth. It was noted that the Clerk had responded and sent the enquiry to the LCC Ward Councillors.

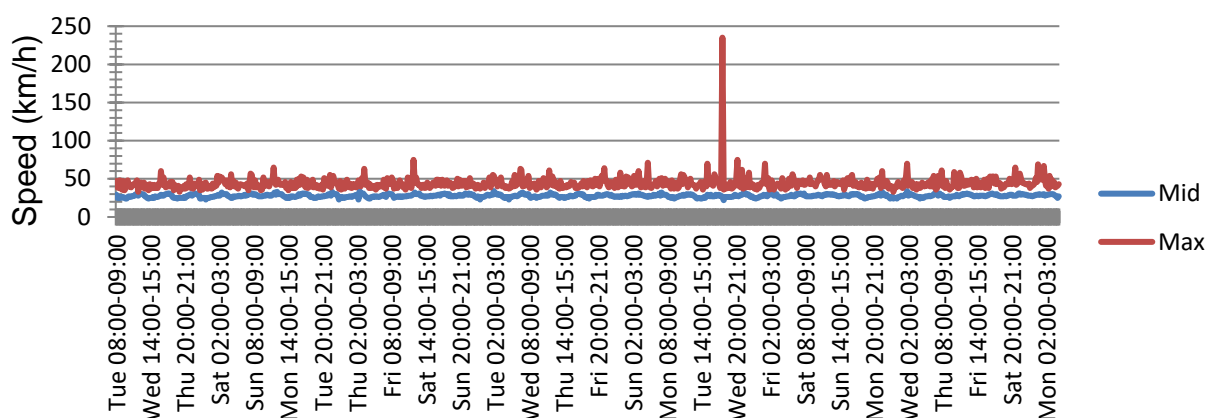
166.2 Traffic schemes (if any)

None to report.

166.3 Speed indicator device (SID) updates and any data

Cllr Fletcher had circulated the following data to councillors prior to the meeting. A recorded speed of 235 km/h was noted, with a suggestion that this may have been due to a technical glitch.

Sequence Average and Maximum speed



Evaluation time	18 March 2025,08:00 - 21 April 2025,14:00					
Speed limit	50	km/h	Values	Vehicles	Vd[km/h]	Vmax[km/h]
Speed violations	0.04	%	424102	48084	27	235
ADT	1404					31
AYT	512460					
Evaluation direction	Arriving					

The Clerk reported that payment had now been made for the SID (Speed Indication Device) to be relocated to another site on Low Lane, and LCC has confirmed that the move will be carried out shortly.

Cllr Brosnan informed the meeting that a SID had been borrowed from LCC to manually record traffic data. Several councillors volunteered to assist with speed checks during the half-term break. These checks were carried out in various locations, some of which were suggested by local residents. It was observed that approximately 60% of vehicles were exceeding 20mph on King Georges, with significant speeding also noted at the bottom of Broadgate Lane.

As councillors were instructed to only record vehicles exceeding the speed limit, exact figures are not available. Cllr Brosnan expressed interest in borrowing the updated SID, once it has been repaired, to collect more detailed data. It was agreed that further speed checks should be undertaken, including during term time.

PLT/24.167 Leeds Bradford Airport (LBA)

To consider the following and agree any necessary action:

167.1 Leeds Bradford Airport Consultative Committee.

No update.

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

No update.

167.3 Any other matters relating to LBA.

The Clerk reported that she has not yet received confirmation regarding when councillors will be able to visit the new terminal.

PLT/24.168 Neighbourhood Plan.

To consider any updates and agree any necessary action including:

168.1 To receive an update from the Neighbourhood Plan working group including:

- **To consider and agree to record all uses of the Neighbourhood Plan by LCC**

Resolved to record all instances of the NDP being referenced by LCC on a trial basis, due to limited staffing (The Clerk will note how much time it takes to monitor). It was agreed that the Clerk will log each use of the NDP and include a link to the relevant comments within the Agenda Pack.

- **To consider the community actions including items:**

- **Lobby LCC re Article 4 Direction extension**

Resolved to defer to the next meeting.

- **Restrictions on charity shops, betting shops & hairdressers**

Resolved to defer to the next meeting.

PLT/24.169 Leeds City Council Core Strategy and Site Allocation Plan

To consider any updates and agree any necessary action.

The Clerk reported that she believes the TC will receive further information from LCC in June.

PLT/24.170 To consider matters requested by Councillors/Clerk and agree any necessary action:

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

Cllr Brosnan reported that he had spoken to the restaurant, who confirmed they would take action. The space outside has since been reduced, and it was agreed that the situation will be monitored.

170.2 To consider the PL&T Committee Terms of Reference

Resolved to amend the Terms of Reference to still delegate authority to the Clerk to comment on planning applications where the deadline to comment expires before the next meeting, with the requirement to liaise with both the Chair and Vice Chair. It was also agreed that comments from committee members would be welcomed; however, it was noted that any additional input must be submitted as promptly as possible to avoid delays or the need to amend comments already submitted to LCC. Councillors agreed that no further changes would be made at this time, and the revised Terms of Reference will be proposed to Full Council.

170.3 To consider contacting the LCC Enforcement Department regarding a commercial property on Town Street

Resolved to contact the LCC Enforcement Department about the signage as there was no planning application.

PLT/24.171 To consider correspondence received and agree any necessary action:

171.1 To consider correspondence received regarding a proposed upgrade to an existing radio base station installation at Low Lane SW

The Cllrs considered the proposal and had no comments.

PLT/24.172 Matters for information

No further information.

PLT/24.173 Items for future agenda

- Community Actions

PLT/24.174 Date of the next meeting

Next meeting of the Committee: 15th May 2025

Deadline for agenda items: 5th May 2025

The meeting date was noted.

The meeting concluded at 8.45pm

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

Appendix 1 - Minute No. PLT/24.162.2 – comments on new planning applications

Reference	Address	Proposal	HTC Response
25/00926/LI/NW	Low Hall Barns Low Hal Road Horsforth	Listed Building Application for change of use of two barns to a dwelling house with garage (Use Class C3)	Horsforth Town Council neither supports nor objects to this application.
25/00925/FU/NW	Low Hall Barns Low Hal Road Horsforth	Change of use of two barns to a dwelling house with garage (Use Class C3)	Horsforth Town Council neither supports nor objects to this application.
25/01817/FU/NW	Aire Cottage 1 Fleet Thro Road Horsforth	Single storey infill extension and canopy to front	Horsforth Town Council neither supports nor objects to this application.
25/01791/FU/NW	11 Broadgate Crescent Horsforth Leeds	Two storey side/ rear extension	Horsforth Town Council neither supports nor objects to this application.
25/01892/FU/NW	14 Beech Avenue Horsforth Leeds	First floor side extension	Horsforth Town Council neither supports nor objects to this application.
25/01573/FU/NW	8 Manor Road Horsforth Manor Care Home Horsforth	Retrospective application for installation of freestanding air source heat pumps to side/rear, incorporating retaining walls and fencing to form enclosure	Horsforth Town Council neither supports nor objects to this application. Note that we deplore the retrospective application.
25/01838/FU/NW	9 Newlay Wood Drive Horsforth Leeds	Single storey rear extension with new patio area and raised steps	Horsforth Town Council neither supports nor objects to this application.
25/01898/FU/NW	51 Woodside Park Drive Horsforth Leeds	Single storey front extension and erection of a canopy roof to front; part two and single storey side/rear extension forming first floor extension over existing single storey element; reinstatement of integral garage; amendments to windows and doors at rear	Horsforth Town Council neither supports nor objects to this application.

25/01908/FU/NW	4 Brodrick Gardens Horsforth Leeds	Single storey rear extension linking to existing garage	Horsforth Town Council neither supports nor objects to this application.
25/01821/FU/NW	90 New Road Side Horsforth Leeds	Replacement shop front	Horsforth Town Council neither supports nor objects to this application.
25/02123/FU/NW	26 Newlay Lane Horsforth Leeds	Single storey side and rear extension, Raising roof height with dormer windows to front and rear	Horsforth Town Council neither supports nor objects to this application.
25/01924/FU/NW	Lomond Scotland Lane Horsforth	Existing vehicle access entrance to be closed off; construction of new vehicle entrance with gates and dropped kerb; existing stone gate posts to be relocated to new opening	Horsforth Town Council neither supports nor objects to this application.
25/02035/FU/NW	8 Rose Terrace Horsforth Leeds	Part two storey part single storey rear extension	Horsforth Town Council neither supports nor objects to this application.
25/01971/FU/NW	28 Woodside Park Drive Horsforth Leeds	Alterations to existing roof, including raising of roof height and dormer windows to the front and rear to form conversion of loft into habitable room; Extending existing porch to the front; Additional side window to the first floor	Horsforth Town Council neither supports nor objects to this application.
25/01920/FU/NW	238 West End Lane Horsforth Leeds	Removal of existing detached garage; porch to front; part single, part two storey extension to rear; two storey extension to side	Horsforth Town Council neither supports nor objects to this application.
25/01944/FU/NW	4 Church Crescent Horsforth Leeds	Demolition of existing garage to the side; Two storey side extension, including a dormer window to the front and rear, and single storey rear extension	Horsforth Town Council neither supports nor objects to this application.
25/02130/FU/NW	240 West End Lane Horsforth Leeds	Porch to front with pitched roof	Horsforth Town Council neither supports nor objects to this application.
25/02083/FU/NW	204 Stanhope Drive Horsforth Leeds	Demolition of rear extensions; single storey front porch extension; single storey rear extension; addition of a window to side	Horsforth Town Council neither supports nor objects to this application.
25/02043/FU/NW	14 Brownberrie Crescent Horsforth Leeds	Demolition of existing dormer and associated roofing to form first floor side extension; Part demolition of existing single storey element to form single storey rear extension and stairs; Amendments to fenestration including replacement windows to side	Horsforth Town Council neither supports nor objects to this application.

END OF DRAFT

Item 6

Leeds City Council Planning Decisions 16.04.2025 – 07.05.2025

Reference	Address	Proposal	HTC Response	Decision
25/01560/FU/NW	Station House Calverley Lane Horsforth	Single storey infill extension with roof lights	Horsforth Town Council neither supports nor objects to this application.	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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.	Refused
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.	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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.	Approved
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.	Approved

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.	Refused - Please click on the link to view the officers report, which references the Neighbourhood Plan.
24/04105/FU	62 Town Street Horsforth Leeds LS18 4AP	Proposed courtyard development comprising 8no. dwellings with associated gardens landscaping and car parking including retention of existing commercial premises on Town Street following demolition of modern rear extensions	No record found.	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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.	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan

			building and use sympathetic materials.	
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.	Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan
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.	Approved

Item 7.1

Leeds City Council Planning Applications since 24th April 2025 and the comments made by the Proper Officer with delegated powers.

No comments were made.

Item 7.2

Leeds City Council Planning Applications to consider

Reference	Address	Proposal
25/02079/FU/NW	28 Knoll Wood Park Horsforth Leeds	Demolition of single storey front extension; Conversion of existing bungalow to a two storey dwelling house, incorporating two storey side/rear extension; amendments to fenestration including new doors to rear; associated landscaping including hardstanding to front to form enlarged driveway; new material finish
25/02599/FU/NW	9 Hall Park Close Horsforth Leeds	Raising of roof height and dormer windows to each side to form first floor; Bi-fold doors and additional window to side/ground floor
25/02398/FU/NW	2 Troy Road Horsforth Leeds	Two storey rear extension
25/02524/FU/NW	2 Oliver Hill Horsforth Leeds	Retrospective application for demolition of garage and removal of existing terraced area to rear; new raised terrace area with steps to rear; creation of new first floor level; one new window at ground floor level
25/01970/FU/NW	36 Sussex Avenue Horsforth Leeds	One detached dwelling

Item 8
Planning Appeals & Planning Appeal Decisions after 24.04.2025

No updates.

Item 10 Temporary event notices

Reference	Address	Event dates	Activities	Activities dates & times	Last date for representations	Notice type/comments
TEN/005487	Brodie And Flynn, 24 Bletchley Avenue, Horsforth, Leeds, LS18 4FA,	21/06/2025 - 21/06/2025	The sale by retail of alcohol The provision of late night refreshment	17:00 - 23:00	06/05/2025	Normal Temporary Event Notice - Notice Accepted Comments - pop up bar to celebrate english wine week
TEN/005492	The Tavern, 16 - 18 Town Street, Horsforth, Leeds, LS18 4RJ,	17/05/2025 - 18/05/2025	The sale by retail of alcohol The provision of regulated entertainment The provision of late night refreshment	17/05/2025 23:00 - 23:59 18/05/2025 00:00 - 00:30	06/05/2025	Normal Temporary Event Notice - Notice Accepted Comments - Music event with pay bar

