



Horsforth Town Council

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Planning, Licensing and Traffic Committee

Thursday 12th June 2025

AGENDA PACK

Distribution: Cllrs, A Goulden, D Brosnan, E Bromley, B Cousins, J Garvani, R Hardcastle, E Hyndes



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Planning, Licensing & Traffic Committee Minutes Thursday 15th May 2025 at 7pm Horsforth Museum, 5 The Green, Horsforth, LS18 5JB

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

PLT/24.175 Introduction from the Chair

Cllr Brosnan welcomed all to the meeting in Cllr Hardcastle's absence.

PLT/24.176 To receive apologies for absence and to consider the reason for the absence

Apologies were received from Cllr Hardcastle and reasons were approved

PLT/24.177 Declaration of Disclosable Pecuniary and other Interests

None declared.

PLT/24.178 To consider questions and comments from members of the public at the Chairman's discretion

No members of public were present.

PLT/24.179 Minutes of the previous meetings

Resolved to approve the minutes of the meeting held on 24th April 2025 as an accurate record.

PLT/24.180 Leeds City Council Planning Decisions

The planning decisions were noted.

PLT/24.181 New Planning Applications

181.1 To note the planning applications received since the meeting held on 24th April 2025 and the comments made by the Proper Officer whilst she had delegated powers to comment.

The Proper Officer had not submitted any comments.

181.2 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/24.182 Planning Appeals & Planning Appeal Decisions

An appeal received since the agenda was issued was noted and no comment was made.
(APP/N4720/W/25/3365200).

PLT/24.183 Planning Enforcement

Cllr Goulden reported that the LCC Enforcement Department is currently investigating unauthorised tree works at Wood Lane and Cragg Quarry.

It was also noted that the department is looking into concerns raised at the previous meeting regarding the commercial property on Town Street.

PLT/24.184 Licensing Applications

Applications since the agenda was issued were noted.

PLT/24.185 Traffic

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

185.1 Complaints (if any)

None to report.

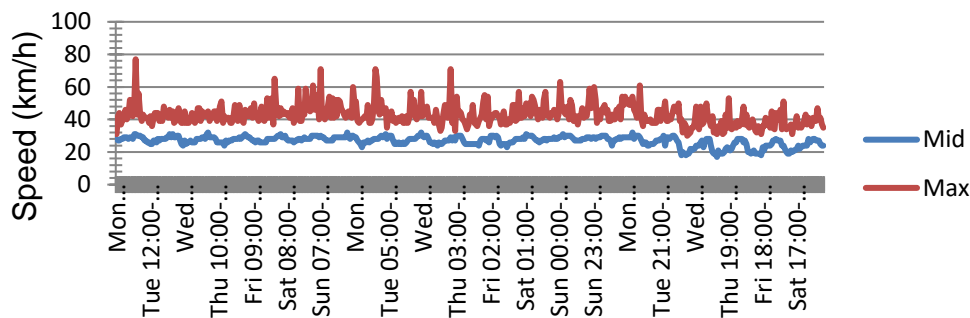
185.2 Traffic schemes (if any)

None to report.

185.3 Speed indicator device (SID) updates and any data

Cllr Fletcher had circulated the following data to councillors prior to the meeting. It was noted that the SID device had been relocated to a new position on Low Lane; however, there does not appear to be any significant change in speeding issues. The situation will continue to be monitored.

Sequence Average and Maximum speed



| Evaluation time 21 April 2025,13:00 - 11 May 2025,12:00 | | | | | |
|---|----------|--------|----------|----------|------------|
| Speed limit | 50 km/h | Values | Vehicles | Vd[km/h] | Vmax[km/h] |
| Speed violations | 0.04 % | 261352 | 28874 | 27 | 77 |
| ADT | 1447 | | | | |
| AYT | 528155 | | | | |
| Evaluation direction | Arriving | | | | |
| | | | | | V85 [km/h] |
| | | | | | 31 |

PLT/24.186 Leeds Bradford Airport (LBA)

To consider the following and agree any necessary action:

186.1 Leeds Bradford Airport Consultative Committee.

It was noted that Leeds Bradford Airport (LBA) is preparing a 2025 Time Capsule to celebrate the £100 million transformation of the airport and the opening of Phase One this summer. LBA has invited partners to contribute to the project.

It was **resolved** that the Town Council would like to include a piece of artwork created during the 2024 Walk of Art as its contribution.

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

No update.

186.3 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 and will chase this.

PLT/24.187 Neighbourhood Plan.

To consider any updates and agree any necessary action including:

187.1 To consider and agree the approach by which the committee will review and assess community actions in relation to progress made toward agreed objectives

Resolved that Cllr Goulden and the Clerk will review the PL&T Committee's specific community actions and report back at the next meeting.

187.2 To consider specific community actions including items:

- **Lobby LCC re Article 4 Direction extension**
- **Restrictions on charity shops, betting shops & hairdressers**

Resolved that Cllr Goulden will engage with LCC and the City Councillors to investigate the feasibility of the two identified actions and report back to the committee.

PLT/24.188 Leeds City Council Core Strategy and Site Allocation Plan

To consider any updates and agree any necessary action.

Resolved that the Clerk will contact I. Mackay at LCC to follow up on a recent email sent by the Clerk and to enquire whether there are any updates regarding the site allocations.

PLT/24.189 To consider correspondence received and agree any necessary action:

189.1 To consider correspondence received regarding concerns raised about certain businesses operating in Horsforth

Councillors considered the concerns raised and noted that the Town Council has limited powers in relation to the issues highlighted. However, it was acknowledged that the Neighbourhood Plan Working Group and the Planning, Licensing & Transport Committee are currently investigating restrictions on betting shops, charity shops, and hairdressers as part of the community actions within the existing Neighbourhood Plan, which is currently under review.

It was further noted that some of the concerns fall under the remit of the Police and Trading Standards, and the Clerk will advise contacting these authorities in the response.

189.2 To consider an enquiry about a Car Club vehicle in Fink Hill car park

Councillors considered a suggestion for a Car Club vehicle to be located in Fink Hill Car Park. It was noted that the land is owned by LCC, and the Clerk had referred the enquiry to a City Councillor, who subsequently forwarded it to LCC Parking Services.

Councillors suggested that the Clerk respond to the resident, advising them to raise the suggestion during the next consultation phase of the Neighbourhood Plan.

PLT/24.190 Matters for information

No further matters were raised.

PLT/24.191 Items for future agenda

- Outcome of community actions review
- Update on item PLT/24.187.2

PLT/24.192 Date of the next meeting

Next meeting of the Committee: 12th June 2025

Deadline for agenda items: 2nd June 2025

The meeting date was noted.

The meeting concluded at 8.10pm

Appendix 1 - Minute No. PLT/24.181.2 – comments on new planning applications

| Reference | Address | Proposal | HTC Response |
|--------------------------------|---------------------------------------|---|---|
| 25/02079/FU/NW | 28 Knoll Wood Park Horsforth Leeds | Demolition of single storey front extension; Conversion of existing bungalow to a two storey dwellinghouse, 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 | Horsforth Town Council objects to this application on the grounds that the proposed conversion would dominate neighbouring properties and is a substantial increase to the building envelope. |
| 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 | Horsforth Town Council neither supports nor objects to this application, but wishes to note concerns regarding the size of the proposed dormers, the potential for overlooking neighbouring properties, and that the design may be visually out of keeping with the roofs of neighbouring properties. |
| 25/02398/FU/NW | 2 Troy Road Horsforth Leeds | Two storey rear extension | Horsforth Town Council neither supports nor objects to this application. |
| 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 | 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. |
| 25/01970/FU/NW | 36 Sussex Avenue Horsforth Leeds | One detached dwelling | Horsforth Town Council objects to this application on the grounds that the proposed dwelling is too large for the available space on the boundary and is positioned too close to the neighbouring property. |

Item 6

Leeds City Council Planning Decisions 15.05.2025 – 01.06.2025

| Reference | Application Validated | Deadline for comments | Address | Proposal | HTC Response | Decision | Date of decision |
|--------------------------------|-----------------------|-----------------------|--|---|--|--|------------------|
| 25/01140/FU/NW | Tue 18 Mar 2025 | Fri 11 Apr 2025 | 1 Brodrick Drive Horsforth Leeds | Erection of porch to front | Horsforth Town Council neither supports nor objects to this application. | Approved - See link to officers report which mentions the Neighbourhood Plan | 13.05.2025 |
| 25/00926/LI/NW | Fri 14 Mar 2025 | Tue 29 Apr 2025 | 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. | Refused. The Local Planning Authority considers that, given the nature of the proposals shown, the proposed development would have a detrimental impact on the historic character and setting of the listed building and also on the historic character of the curtilage listed building. The application is also lacking in detail to be able to assess the full impact of some aspects of the proposals. | 07.05.2025 |

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|--------------------------------|-----------------|-----------------|--|---|--|--|------------|
| 25/00925/FU/NW | Fri 14 Mar 2025 | Tue 29 Apr 2025 | 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. | Refused. The Local Planning Authority considers that, given the nature of the proposals shown, the proposed development would have a detrimental impact on the historic character and setting of the listed building and also on the historic character of the curtilage listed building. The application is also lacking in detail to be able to assess the full impact of some aspects of the proposals. | 07.05.2025 |
| 25/01817/FU/NW | Mon 24 Mar 2025 | Mon 19 May 2025 | Aire Cottage 1 Fleet Thro Road Horsforth | Single storey infil extension and canopy to front | 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. | 22.05.2025 |
| 25/01791/FU/NW | Mon 24 Mar 2025 | Fri 25 Apr 2025 | 11 Broadgate Crescent Horsforth Leeds | Two storey side/ rear extension | Horsforth Town Council neither supports nor objects | Approved. - Please click on the link to view the officer's report, which references the | 15.05.2025 |

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|--------------------------------|-----------------|-----------------|--|---|--|---|------------|
| | | | | | to this application. | Neighbourhood Plan. | |
| 25/01892/FU/NW | Wed 26 Mar 2025 | Mon 19 May 2025 | 14 Beech Avenue Horsforth Leeds | First floor side extension | 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. | 27.05.2025 |
| 25/01838/FU/NW | Tue 25 Mar 2025 | Sat 26 Apr 2025 | 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. | Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan. | 13.05.2025 |
| 25/01898/FU/NW | Mon 07 Apr 2025 | Mon 19 May 2025 | 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. | Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan. | 30.05.2025 |

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|--------------------------------|-----------------|-----------------|--|--|--|---|------------|
| 25/01908/FU/NW | Wed 26 Mar 2025 | Wed 30 Apr 2025 | 4 Brodrick Gardens Horsforth Leeds | Single storey rear extension linking to existing garage | 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. | 21.05.2025 |
| 25/01821/FU/NW | Fri 04 Apr 2025 | Fri 25 Apr 2025 | 90 New Road Side Horsforth Leeds | Replacement shop front | 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. | 27.05.2025 |
| 25/02123/FU/NW | Tue 01 Apr 2025 | Mon 19 May 2025 | 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. | Refused. The Local Planning Authority considers that the proposals, by reason of its unsympathetic scale, form and detailing and poor design would lead to an unsympathetic and incongruous form of development which would fail to respect the existing character and appearance of the positive structure and would lead to harm within the context of the Newlay Conservation area and the | 27.05.2025 |

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|--------------------------------|-----------------|-----------------|--|--|--|---|------------|
| | | | | | | wider streetscene of Newlay Lane. The proposal is unacceptable in design and character terms and would be in contrary to policies outlined in the Neighbourhood Plan. | |
| 25/01971/FU/NW | Thu 27 Mar 2025 | Fri 02 May 2025 | 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. | Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan. | 21.05.2025 |
| 25/01920/FU/NW | Wed 26 Mar 2025 | Thu 01 May 2025 | 238 West End Lane Horsforth Leeds | Removal of existing detached garage; porch to front; part single, part two storey extension to rear; two storey | 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. | 20.05.2025 |

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|--------------------------------|-----------------|-----------------|-----------------------------------|---|--|---|------------|
| | | | | extension to side | | | |
| 25/01944/FU/NW | Thu 27 Mar 2025 | Thu 01 May 2025 | 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. | Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan. | 22.05.2025 |
| 25/02130/FU/NW | Tue 01 Apr 2025 | Thu 08 May 2025 | 240 West End Lane Horsforth Leeds | Porch to front with pitched roof | 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. | 23.05.2025 |

Item 7.1

Leeds City Council Planning Applications since 15th May 2025 and the comments made by the Proper Officer with delegated powers.

| Reference | Application Validated | Deadline for comments | Address | Proposal | HTC Response |
|--------------------------------|-----------------------|-----------------------|-----------------------------------|--|--|
| 25/02697/FU/NW | Thu 01 May 2025 | Sat 31 May 2025 | 49 West End Grove Horsforth Leeds | Replacement front porch with raised steps | Horsforth Town Council neither supports nor objects to this application. |
| 25/02630/FU/NW | Mon 12 May 2025 | Fri 27 Jun 2025 | 98 Long Row Horsforth Leeds | Removal of timber screening to existing store to replace with masonry walls to rear and side | Horsforth Town Council neither supports nor objects to this application. |

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|--------------------------------|-----------------|-----------------|---|---|--|
| 25/02852/FU/NW | Fri 09 May 2025 | Sat 07 Jun 2025 | 18 Cragg Avenue Horsforth Leeds | Single storey rear extension roof lights and patio area to rear with raised steps to side and balustrade | Horsforth Town Council neither supports nor objects to this application. |
| 25/02756/FU/NW | Tue 06 May 2025 | Wed 04 Jun 2025 | 64 Rawdon Road Horsforth Leeds | Variation of condition 2 (approved plans) to previously approved planning application 24/06289/FU for further variation of approved plans including change of window materials and the design of area around the front door | Horsforth Town Council neither supports nor objects to this application. |
| 25/02859/FU/NW | Thu 15 May 2025 | Sat 07 Jun 2025 | 38 St Margarets Avenue Horsforth Leeds | Retrospective application for first floor extension to side; partial conversion of existing garage to habitable room including new door and window to side; single storey rear extension; demolition of existing conservatory | Horsforth Town Council neither supports nor objects to this application. |

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|------------------------------|-----------------|-----------------|-------------------------------------|--|---|
| 25/02480/DPD | Tue 22 Apr 2025 | Thu 05 Jun 2025 | Springwood House Low Lane Horsforth | Change of use from Commercial, Business and Service (Use Class E) to Fifteen Dwellinghouses (Use Class C3) | Horsforth Town Council neither supports nor objects to this application. Firstly, the transport plan for residential use appears to vastly underestimate number of journeys. If each flat has two cars, that's 30 cars, which is likely to lead to far more than 3 departures a morning onto Low Lane. Low Lane is also extremely congested and safe egress from the site should be considered, including on pedestrian safety. This should be considered in conjunction with the additional traffic due to be generated by Lidl. Additionally, the layout of parking spaces on the proposed plan is not clear. |
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Item 7.2

Leeds City Council Planning Applications to consider

| Reference | Application Validated | Deadline for comments | Address | Proposal | HTC Response |
|--------------------------------|-----------------------|-----------------------|-----------------------------------|--|--------------|
| 25/02881/FU/NW | Mon 12 May 2025 | Fri 27 Jun 2025 | 74 Broadgate Lane Horsforth Leeds | Roof lantern, french doors and stairs to rear extension; replacement windows to front and rear | |
| 25/02915/FU/NW | Mon 12 May 2025 | Fri 27 Jun 2025 | 22 Brodrick Drive Horsforth Leeds | Garage conversion to habitable room space and window replacing garage door | |

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|--------------------------------|-----------------|-----------------|---|---|--|
| 25/02884/FU/NW | Wed 21 May 2025 | Sun 15 Jun 2025 | 2 Brownberrie Avenue Horsforth Leeds LS18 5PN | Removal of garage and gates to side; erection of two storey and single story side extension; outbuilding to rear; replacement of front bay window with new window; removal of front entrance door to create open porch area | |
| 25/03115/FU/NW | Fri 23 May 2025 | Wed 25 Jun 2025 | 19 Victoria Mount Horsforth Leeds LS18 4PU | Demolition of existing garage; single storey extension to side and rear. | |
| 25/02906/FU | Wed 28 May 2025 | Fri 18 Jul 2025 | 27 Jackman Drive Horsforth Leeds LS18 4HS | Demolition of existing garage; single storey rear extension; conversion of loft to form habitable rooms; dormer window to rear; new garage to rear; replacement of ground floor side window with larger window | |
| 25/02797/FU | Fri 16 May 2025 | Fri 27 Jun 2025 | St James Church Low Lane Horsforth Leeds LS18 5QW | Installation of Solar Panels to the South Nave and South Aisle pitched roofs | |
| 25/03005/FU | Mon 19 May 2025 | Fri 27 Jun 2025 | 25 Hopwood Bank Horsforth Leeds LS18 5AW | Removal of existing roof lights and erection of dormer windows to front and rear. | |
| 25/03249/FU | Mon 02 Jun 2025 | Fri 27 Jun 2025 | 95 Springfield Mount Horsforth LS18 5QD | Part single storey part two storey extension to side and rear | |

Item 8
Planning Appeals & Planning Appeal Decisions after 15.05.2025

No update

Item 10 Temporary event notices

| Reference | Address | Event dates | Activities | Activities dates & times | Last date for representations | Notice type/comments |
|------------|---|-------------------------------|--|--|-------------------------------|--|
| TEN/005612 | Westbrook Lane Primary School, Westbrook Lane, Horsforth, Leeds LS18 5AH. | 12/07/2025 - 12/07/2025 | The sale by retail of alcohol | 10:00 - 17:00 | 21/05/2025 | Normal Temporary Event Notice - Notice Accepted Comments - Summer fair. |
| TEN/005618 | The Tavern, 16 - 18 Town Street, Horsforth, Leeds LS18 4RJ. | 31/05/2025 - 01/06/2025 | The sale by retail of alcohol The provision of regulated entertainment The provision of late-night refreshment | 31/05/2025 23:00 - 23:59 01/06/2025 00:00 - 00:30 | 22/05/2025 | Late Temporary Event Notice - Notice Accepted Comments - Private party with pay bar and DJ |
| TEN/005652 | St Margarets Church, Church Lane, Horsforth, Leeds LS18 5LA | 06/06/2025 - 07/06/2025 | The sale by retail of alcohol The provision of regulated entertainment The provision of late-night refreshment | 06/06/2025 17:00 - 22:00 07/06/2025 12:00 - 22:00 | 28/05/2025 | Late Temporary Event Notice - Notice Accepted Comments - Community Beer and Music Festival There will be live music and alcohol as well as food. |

Premises Licence or Club Premises Certificate applications

| Reference | Premises name and address | Application type | Description of application | Last date for representations | Case officer |
|----------------|---|------------------|--|-------------------------------|------------------|
| PREM/01321/024 | The Three Swords, 106/108 New Road Side Horsforth Leeds LS18 4QB | Minor variation | To remove condition of door staff from 8pm on a Friday and Saturday. Since the licence holder took control of the premises the business has changed from a late night bar to a restaurant. | 04/06/2025 | Leesa McLaughlin |