



## Horsforth Town Council

The Stables, 2 Church Road  
Horsforth  
Leeds  
LS18 5LG

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Planning, Licensing and Traffic Committee

Thursday 10<sup>th</sup> July 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 12<sup>th</sup> June 2025 at 7pm**  
**Horsforth Museum, 5 The Green, Horsforth, LS18 5JB**

**Present: In Chair** – Cllr R Jones (substitute Chair)  
E Bromley, B Cousins, J Garvani, R Hardcastle, E Hyndes

**In attendance:** Administration Assistant Steph White

**PLT/25.1 Introduction from the Chairman**

**PLT/25.2 To receive apologies for absence and to consider the reason for the absence**  
Apologies received from Cllrs D Brosnan and A Goulden and their reasons were approved.

**PLT/25.3 Declaration of Disclosable Pecuniary and other Interests**  
None declared.

**PLT/25.4 To consider questions and comments from members of the public at the Chairman's discretion.**  
No members of the public were in attendance.

**PLT/25.5 Minutes of the previous meetings**  
**Resolved** to approve the minutes of the meeting held on Thursday 15<sup>th</sup> May 2025.

**PLT/25.6 Leeds City Council Planning Decisions**  
The planning decisions were noted.

**PLT/25.7 New Planning Applications**

- 7.1 To note the planning applications received since the meeting held on 15<sup>th</sup> May 2025 and the comments made by the Proper Officer whilst she had delegated powers to comment. See agenda pack.**  
The comments submitted by the Proper Officer for recent applications were noted.
- 7.2 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/25.8 Planning Appeals & Planning Appeal Decisions**  
Appeals were noted.

**PLT/25.9 Planning Enforcement**  
No planning enforcements to note.

#### **PLT/25.10 Licensing Applications**

The licensing applications were noted.

#### **PLT/25.11 Traffic**

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

##### **11.1 Complaints**

None to report.

##### **11.2 Traffic schemes**

None to report.

##### **11.3 Speed indicator device (SID) updates and any data**

Cllr M Fletcher sent details to Cllr E Hydes and he has agreed to take over collating the SID data.

#### **PLT/25.12 Leeds Bradford Airport (LBA)**

To consider the following:

##### **12.1 Leeds Bradford Airport Consultative Committee**

No updates to note.

##### **12.2 Leeds Bradford Airspace Change – to receive and note updates (if any)**

A public enquiry is to take place next Wednesday, 18 June 2025. Airspace change is ongoing, 300 yards come into land towards the woods. Robin Hood Doncaster Airport opening depends on a national review on airspace.

##### **12.3 Any other matters relating to Leeds Bradford Airport (LBA).**

No updates to note.

#### **PLT/25.13 Neighbourhood Plan.**

Leeds Local Plan consultation monitoring will be completed and feedback given on Friday 13<sup>th</sup> June 2025.

#### **PLT/25.15 Leeds City Council Core Strategy and Site Allocation Plan**

Consultation came back from landlords and developers. Assessed site criteria and most scored very poorly.

#### **PLT/25.16 To consider correspondence received and agree any necessary action**

No correspondence received.

#### **PLT/25.17 Matters for information.**

No matters for information.

#### **PLT/25.18 Items for future agenda**

No agenda items were requested.

#### **PLT/25.18 Date of the next meeting**

**Next meeting of the Committee: 10<sup>th</sup> July 2025**

**Deadline for agenda items: 30<sup>th</sup> June 2025**

The meeting dates were noted.

The meeting concluded at 7:20pm

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

**Appendix 1 - Minute No. PLT/25.7.2 – comments on new planning applications**

<b>Application Validated</b>	<b>Deadline for comments</b>	<b>Address</b>	<b>Proposal</b>	<b>HTC Response</b>
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	Horsforth Town Council neither supports nor objects to this application.
Mon 12 May 2025	Fri 27 Jun 2025	22 Brodrick Drive Horsforth Leeds	Garage conversion to habitable room space and window replacing garge door	Horsforth Town Council neither supports nor objects to this application.
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	Horsforth Town Council neither supports nor objects to this application.
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.	Horsforth Town Council neither supports nor objects to this application.
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	Horsforth Town Council neither supports nor objects to this application.
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	Horsforth Town Council neither supports nor objects to this application.
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.	Horsforth Town Council neither supports nor objects to this application.
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	Horsforth Town Council neither supports nor objects to this application.

## Item 5

### Leeds City Council Planning Decisions 02.06.2025 – 30.06.2025

Reference	Application Validated	Deadline for comments	Address	Proposal	HTC Response	Decision	Date of decision
<a href="#">24/04444/OT</a>	Wed 14 Aug 2024	Fri 20 Sep 2024	Vacant Plot Off Wood Bottom Lane Horsforth Leeds LS18 4TS	Outline application for the erection of one dwelling and detached garage with landscaping reserved	Horsforth Town Council neither supports nor objects to this application.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	06.06.2025
<a href="#">25/02035/FU/NW</a>	Mon 31 Mar 2025	Mon 19 May 2025	8 Rose Terrace Horsforth Leeds	Part two storey part single storey rear extension	Horsforth Town Council neither supports nor objects to this application.	<a href="#">Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan.</a>	12.06.2025
<a href="#">25/02083/FU/NW</a>	Tue 15 Apr 2025	Fri 09 May 2025	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.	Approved	10.06.2025
<a href="#">25/02043/FU/NW</a>	Tue 15 Apr 2025	Fri 09 May 2025	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.	<a href="#">Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan.</a>	10.06.2025

<a href="#">25/02079/FU/NW</a>	Wed 30 Apr 2025	Mon 09 Jun 2025	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.	<a href="#">Refused. See the refusal of full planning report for details.</a>	25.06.2025
<a href="#">25/02599/FU/NW</a>	Fri 25 Apr 2025	Sat 24 May 2025	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.	<a href="#">Refused- Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	20.06.2025

<a href="#">25/02524/FU/NW</a>	Wed 23 Apr 2025	Fri 23 May 2025	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.	<a href="#">Refused- Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	01.07.2025
<a href="#">25/01970/FU/NW</a>	Fri 25 Apr 2025	Thu 22 May 2025	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.	<a href="#">Refused- Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	24.06.2025
<a href="#">25/02697/FU/NW</a>	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.	<a href="#">Refused - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	02.07.2025
<a href="#">25/02756/FU/NW</a>	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	Horsforth Town Council neither supports nor objects to this application.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	17.06.2025

				area around the front door			
<a href="#">25/02480/DPD</a>	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.	Approved	16.06.2025



## Item 6.1

### Leeds City Council Planning Applications since 12<sup>th</sup> June 2025 and the comments made by the Proper Officer with delegated powers.

Reference	Application validated	Deadline for comments	Address	Proposal	HTC Response
<a href="#">25/03290/FU</a>	Tue 03 Jun 2025	Sat 28 Jun 2025	43 Hunger Hills Avenue Horsforth Leeds LS18 5JS	Single storey front extension; new bi fold doors to rear; loft conversion including raised ridge height, dormer window to rear and rooflights to front; alterations to window and door openings; removal of rear chimney; enlargement of existing front driveway; new gate to side	Horsforth Town Council neither supports nor objects to this application.
<a href="#">25/03337/FU</a>	Thu 05 Jun 2025	Tue 01 Jul 2025	191 Low Lane Horsforth Leeds LS18 5QW	Change of use of two first floor bedrooms to short term lets	Horsforth Town Council objects to this application. This is a retrospective application. Additionally, the application goes against the spirit of Neighbourhood Plan policy H6. This is because the application removes potentially suitable housing for small starter/housing and instead replaces it with short-term lets.
<a href="#">25/03277/FU</a>	Tue 03 Jun 2025	Wed 02 Jul 2025	104 Hawksworth Road Horsforth Leeds LS18 4JJ	Single storey rear extension and part first floor rear extension.	Horsforth Town Council neither supports nor objects to this application.

<a href="#">25/03407/FU</a>	Mon 09 Jun 2025	Sat 05 Jul 2025	9 Lee Lane East Horsforth Leeds LS18 5RF	Raising ridge height to form new first floor incorporating two storey side extension with integral garage, feature glazing and juliet balcony to rear; single storey front and rear extensions ; repositioning of entrance door with new oak frame porch to front; demolition of existing garage and conservatory to rear; new chimneys to both sides	Horsforth Town Council objects to this application. Neighbourhood Plan policy BE1 (Area 1) – the application does not retain the distinctive, coherent design of the St Margaret’s Road / Avenue area which it borders. The property is also adjacent to a conservation area (Horsforth Town Street CA). Neighbourhood Plan policy BE1 (General) calls for development to respond to the scale, proportion, layout and materials of positive buildings within conservation areas, as well as the spaces between them and the effect this may have on the amenity of adjacent properties. The development is in a prominent location (the junction between St Margaret’s Avenue and Lee Lane East) and the change (increase) to the property envelope would be substantial and intrusive and therefore in contravention with policy BE1.
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## Item 6.2

### Leeds City Council Planning Applications to consider

Reference	Application validated	Deadline for comments	Address	Proposal	HTC Response
<a href="#">25/03244/FU</a>	Fri 13 Jun 2025	Fri 18 Jul 2025	73 Outwood Lane Horsforth LS18 4HU	Demolition of garage to rear; detached garden room to rear with decking to front; new bifold door to rear; loft conversion including dormer window to rear and rooflights to front; replacement of windows and doors to match the existing; complete re-rendering of house to match the existing	
<a href="#">25/03713/FU</a>	Mon 23 Jun 2025	Fri 18 Jul 2025	25 Brownberrie Drive Horsforth Leeds LS18 5PP	Single storey side and rear extension; Porch and raised steps to the front	
<a href="#">25/03695/FU</a>	Fri 20 Jun 2025	Fri 08 Aug 2025	4 Kerry Street Horsforth Leeds LS18 4AW	Variation of conditions 2 (approved plans), 14 (landscape management plan), and 15 (landscaping works) of previous approval 23/02554/FU (Conversion and extension of existing building including partial demolition to form seven flats with communal courtyard, and secure cycle and waste storage) to allow for alterations of ground floor flat to a one bedroom flat, the relocation of bike store to new external enclosure with associated landscape amendments	
<a href="#">25/03502/FU</a>	Mon 30 Jun 2025	Thu 24 Jul 2025	20 Brownberrie Avenue Horsforth Leeds LS18 5PN	Single storey side and rear extension.	
<a href="#">24/05559/FU</a>	Fri 13 Jun 2025	Fri 18 Jul 2025	Park House 79 Back Lane And 354 And 356 Broadway Horsforth Leeds LS18	Removal of existing roof and erection of new second floor extension to block of flats to form three additional apartments	

**Item 7**  
**Planning Appeals & Planning Appeal Decisions after 12.06.2025**

No update

**Item 9 Temporary event notices**

Reference	Address	Event dates	Activities	Activities dates & times	Last date for representations	Notice type/comments
TEN/005738	St Margarets Church of England Primary School, Town Street, Horsforth, Leeds LS18 5BL	13/07/2025 - 13/07/2025	The sale by retail of alcohol The provision of regulated entertainment	18:30 - 23:00	11/06/2025	Normal Temporary Event Notice - Notice Accepted  Comments - Bingo night
TEN/005745	The Froebelian School, Clarence Road, Horsforth, Leeds LS18 4LB	20/06/2025 - 20/06/2025	The sale by retail of alcohol The supply of alcohol by a club	15:30 - 18:30	12/06/2025	Late Temporary Event Notice - Notice Accepted  Comments - School Summer Fair Overview: The fair will include games, crafts, and live music, attracting families and ensuring a friendly atmosphere. Alcohol Service: Alcohol will be served for under three hours, managed by trained staff and PTA volunteers using a token system for purchases. Safety Measures: Staff and volunteers will oversee activities to ensure a safe environment for all attendees.
TEN/005783	Trinity And All Saints College, Brownberrie Lane, Horsforth, Leeds	07/07/2025 - 08/07/2025	The sale by retail of alcohol	07/07/2025 18:00 - 23:59 08/07/2025 18:00 - 23:59	18/06/2025	Normal Temporary Event Notice - Notice Accepted  Comments - Conference Bar
TEN/005787	Trinity And All Saints College, Brownberrie Lane, Horsforth, Leeds	11/07/2025 - 12/07/2025	The sale by retail of alcohol	11/07/2025 18:00 - 23:59 12/07/2025 18:00 - 23:59	18/06/2025	Normal Temporary Event Notice - Notice Accepted  Comments - Conference Bar

TEN/005825	St Margarets Church Of England Primary School, Town Street, Horsforth, Leeds LS18 5BL	04/07/2025 - 04/07/2025	The sale by retail of alcohol The provision of regulated entertainment	15:10 - 18:30	23/06/2025	Normal Temporary Event Notice - Notice Accepted  Comments - Summer fair with pay bar and music
TEN/005855	Trinity And All Saints College, Brownberrie Lane, Horsforth, Leeds	15/07/2025 - 18/07/2025	The sale by retail of alcohol	15/07/2025 11:00 - 19:00 16/07/2025 11:00 - 19:00 17/07/2025 11:00 - 19:00 18/07/2025 11:00 - 19:00	26/06/2025	Normal Temporary Event Notice - Notice Accepted  Comments - Cash bar to be operated from the coffee shop after the graduation ceremonies

#### Premises Licence or Club Premises Certificate applications

Reference	Premises name and address	Application type	Description of application	Last date for representations	Case officer
PREM/00759/028	Morrisons, 69 Town Street Horsforth Leeds LS18 5BP	Minor variation	<p>The proposed variation is to approve minor alterations to the layout of the premises. The proposed alterations are:-</p> <ul style="list-style-type: none"> <li>- New Oven Fresh Grab &amp; Go</li> <li>- New Butchery Counter</li> </ul> <p>All changes are shown within the Blue Rev Clouded area.</p> <p>In view of the nature of the proposed variation it will not have an adverse effect on the promotion of the licensing objectives.</p> <p>Amendments to the layout of the premises detailed in the plan attached</p>	26/06/2025	Leesa McLaughlin

