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Planning, Licensing & Traffic Committee Minutes
Thursday 10th July 2025 at 7pm
Horsforth Museum, 5 The Green, Horsforth, Leeds LS18 5JB

Present: In Chair – Vice Chair Cllr D Brosnan
E Bromley, J Garvani and E Hyndes

In attendance: Administration Assistant Steph White, Cllr R Jones and two members of the public.

PLT/25.19 To receive apologies for absence and to consider the reason for the absence

Apologies received from Cllrs B Cousins, R Hardcastle and A Goulden and their reasons were approved.

PLT/25.20 Declaration of Disclosable Pecuniary and other Interests

None declared.

PLT/25.21 To consider questions and comments from members of the public at the Chairman's discretion.

Two member of the public to object to planning application 25/03502/FU. Their objections are based on loss of loft space, disruption of daily life, strain on parking, over development, impact on an historic and protected area, lack of respect for long-standing residents, structural and safety concerns, fire safety and emergency access, loss of privacy and increased noise, no provision for temporary relocation, impact on conservation area and roofline, erosion of resident confidence and loss of property value. The objections made were considered and the committee resolved to object on three of the grounds put forward. See appendix 1. The committee also advised that the member of the public submit their own objection via the planning portal.

PLT/25.22 Minutes of the previous meetings

Resolved to approve the minutes of the meeting held on Thursday 12th June 2025.

PLT/25.23 Leeds City Council Planning Decisions

The planning decisions were noted.

PLT/25.24 New Planning Applications

24.1 To note the planning applications received since the meeting held on 12th June 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.

24.2 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/25.25 Planning Appeals & Planning Appeal Decisions

Appeals were noted.

PLT/25.26 Planning Enforcement

No planning enforcements to note.

PLT/25.27 Licensing Applications

The licensing applications were noted.

PLT/25.28 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

Data was unable to be collected this month. There will be data available for the last two months at the August PL&T committee meeting.

Steph to order a temporary SID. Cllr D Brosnan to request teams to decide where we would like the SID to be located.

PLT/25.29 Leeds Bradford Airport (LBA)

To consider the following:

12.1 Leeds Bradford Airport Consultative Committee

Still waiting for the report from the consultative committee.

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

No updates to note.

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

No updates to note.

PLT/25.30 Neighbourhood Plan.

No updates to note.

PLT/25.31 Leeds City Council Core Strategy and Site Allocation Plan

It was agreed to set up a consultation and pass on to Full Council to consider forming a working group.

PLT/25.32 To consider correspondence received and agree any necessary action

No correspondence received.

PLT/25.33 Matters for information.

No matters for information.

PLT/25.34 Items for future agenda

No agenda items were requested.

PLT/25.35 Date of the next meeting

Next meeting of the Committee: 14th August 2025

Deadline for agenda items: 4th August 2025

The meeting dates were noted.

The meeting concluded at 7:55pm

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

Appendix 1 - Minute No. PLT/25.24.2 – comments on new planning applications

Reference	Application Validated	Deadline for comments	Address	Proposal	HTC Response
25/03244/FU	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	Horsforth Town Council neither supports nor objects to this application.
25/03713/FU	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	Horsforth Town Council neither supports nor objects to this application.
25/03695/FU	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	Horsforth Town Council neither supports nor objects to this application.
25/03502/FU	Mon 30 Jun 2025	Thu 24 Jul 2025	20 Brownberrie Avenue Horsforth Leeds LS18 5PN	Single storey side and rear extension.	Horsforth Town Council neither supports nor objects to this application.

24/05559/FU	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	Horsforth Town Council objects to the application on grounds that there in insufficient parking to flats. The materials proposed for the new flats are not in keeping with the existing character of the building. Referring to policy BE1: Horsforth character areas, development and design of the Horsforth Neighbourhood Plan. There is also the concern of over development in the area.
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