



Horsforth Town Council  
The Stables, 2 Church Road  
Horsforth  
Leeds  
LS18 5LG

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Planning, Licensing and Traffic Committee

Thursday 12<sup>th</sup> February 2026

AGENDA PACK

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



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**Planning, Licensing & Traffic Committee Minutes**  
**Thursday 15<sup>th</sup> January 2026 at 7pm**  
**Horsforth Museum, 5 The Green, Horsforth, Leeds LS18 5JB**

**In attendance: In Chair** – Chair Cllr A Goulden Cllrs D. Brosnan, E. Hyndes and A. Radford  
Cllr R. Jones was a substitute.

**PLT/25.93 To receive apologies for absence and to consider the reason for the absence**  
Apologies received from Cllr B. Cousins and reason accepted.

**PLT/25.94 Declaration of Disclosable Pecuniary and other Interests**  
None declared.

**PLT/25.95 To consider questions and comments from members of the public at the Chairman's discretion.**  
No members of the public were present.

**PLT/25.96 Minutes of the previous meetings**  
**Resolved** to approve the minutes of the meeting held on Thursday 13<sup>th</sup> November 2025.

**PLT/25.97 Leeds City Council Planning Decisions**  
The planning decisions were noted.

**PLT/25.98 New Planning Applications**

**98.1 To note the planning applications received since the meeting held on 13<sup>th</sup> November 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.

**98.2 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/25.99 Planning Appeals & Planning Appeal Decisions**  
Noted.

**PLT/25.100 Planning Enforcement**

There were no further updates on the planning application [25/04662/ADV](#) (Two Externally illuminated signs to front and side elevation) and [25/00793/CLP](#) (Certificate of Proposed Lawful Development for a change of use from retail shop to dentists surgery). Office to monitor and update the committee on updates.

#### **PLT/25.101 Licensing Applications**

To consider applications received since the last meeting.

The planning applications were noted.

#### **PLT/25.102 Traffic**

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

##### **102.1 Complaints**

**102.1.1** To consider a complaint from resident in relation to non-residents parking on Fairfax View seeking to avoid Leeds Bradford Airport charges.

Noted and to be passed on to city councillors.

**102.1.2** To provide any feedback from LCC regarding the complaint HTC submitted regarding displaced parking on Hall Lane and surrounding areas after the introduction of parking charges at Fink Hill car park.

The office is still awaiting a response. Continue to monitor and update committee once a response is received.

**102.1.3** To note a complaint received by resident in relation to additional parking on Rose Terrace and requesting parking permits be introduced in the area. The correspondence has been passed to Leeds City Councillors.

Noted and to be passed on to city councillors.

##### **102.2 Traffic schemes**

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

Office to follow up with Cllr E Hydes and distribute data once received.

**Mobile SID update:** two types used, digital type preferred. Cllr D Brosnan to chase up with the SID team. This is to remain on the agenda until the mobile SID has been received.

#### **PLT/25.103 Leeds Bradford Airport (LBA)**

To consider the following:

##### **103.1 Leeds Bradford Airport Consultative Committee**

To note the minutes from the December 2025 ACC meeting.

An acquisition is planned to take place on 1 June 2026. Cllr R Jones to request a decibel meter.

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

To note Aena Internacional have announced they will acquire a majority stake in the holding company that owns Leeds Bradford Airport.

#### **PLT/25.104 Neighbourhood Plan.**

##### **104.1 To consider any updates and agree any necessary action.**

Review the minutes of the neighbourhood plan working group meetings from October and December 2025.

##### **104.2 To receive an update about the community actions and progress.**

No update.

#### **PLT/25.105 Leeds City Council Core Strategy and Site Allocation Plan**

No update.

PLT/25.106 To consider correspondence received and agree any necessary action

106.1 To discuss a resident's concern over the need for residential parking permits in LS18 areas around Featherbank School.

Noted and to be passed on to city councillors.

106.2 To consider the plan for the proposed Public Path Diversion Order Horsforth Public Footpath No. 50 (part) at Horsforth School, Lee Lane East, Horsforth, Leeds LS18 5RF.

The Town Council supports the proposed diversion. It was agreed by the committee that the existing route would present safeguarding concerns for school students and the committee believed the proposed route would best safeguard the children in our community.

PLT/25.107 Matters for information.

To update the committee on planning application [25/04662/ADV](#) 82 Town Street Horsforth Leeds LS18 4AP - two externally illuminated signs to front and side elevation.

Minute moved to PLT/25.100 Planning Enforcement

PLT/25.108 Items for future agenda

No items.

PLT/25.109 Date of the next meeting

Next meeting of the Committee: 12<sup>th</sup> February 2026

Deadline for agenda items: 2<sup>nd</sup> February 2026

The meeting dates were noted.

The meeting concluded at 20:05.

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

#### Appendix 1 - Minute No. PLT/25.98.2 – comments on new planning applications

Reference	Application validated	Deadline for comments	Address	Proposal	HTC response
<a href="#">25/06460/FU</a>	Tue 23 Dec 2025	Fri 06 Feb 2026	2 Thornfield Newlay Wood Road Horsforth Leeds LS18 4LF	Outbuilding to rear	Horsforth Town Council neither supports nor objects to this application.
<a href="#">26/00006/FU</a>	Fri 02 Jan 2026	Fri 30 Jan 2026	20 Newlay Wood Drive Horsforth Leeds LS18 4LL	New dormer window to front and larger dormer window replacing small dormer window to rear	Horsforth Town Council neither supports nor objects to this application.
<a href="#">25/07350/FU</a>	Fri 02 Jan 2026	Wed 28 Jan 2026	6 Fairfax View Horsforth Leeds LS18 5SZ	First floor side extension; increased height to ridge and eaves to form new roofing and alterations to existing dormer	Horsforth Town Council neither supports nor objects to this application.

<a href="#">25/06841/FU</a>	Fri 19 Dec 2025	Thu 29 Jan 2026	14 Melrose Walk Horsforth Leeds LS18 4DA	Retrospective planning application for single storey front/side extension	Horsforth Town Council neither supports nor objects to this application.
<a href="#">25/07522/FU</a>	Wed 07 Jan 2026	Fri 06 Feb 2026	Woodlands 21 Newlaithes Road Horsforth Leeds LS18 4LG	Demolition of sunroom; construction of basement and ground floor side and rear extension; new flat roof over existing single storey element to rear; detached garage to rear	Horsforth Town Council neither supports nor objects to this application.
<a href="#">25/07265/FU</a>	Tue 06 Jan 2026	Fri 30 Jan 2026	7 Mackintosh Road Horsforth Leeds LS18 4FU	First floor gable roof extension to side; rooflights to rear	Horsforth Town Council neither supports nor objects to this application but requests that materials of construction match existing.

**Item 5**  
**Leeds City Council Planning decisions 05.01.2026 – 02.02.2026**

Reference	Application validated	Deadline for comments	Address	Proposal	HTC Response	Decision	Date of decision
<a href="#">25/05826/FU/NW</a>	Wed 08 Oct 2025	Fri 31 Oct 2025	27 Victoria Drive Horsforth Leeds LS18 4PN	Single storey rear extension; demolition of existing garage to the rear; new porch to front; window to side replacing door	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>	08.01.2026
<a href="#">25/05838/FU/NW</a>	Thu 02 Oct 2025	Thu 30 Oct 2025	2 King Edward Avenue Horsforth Leeds LS18 4BD	Two storey side extension including canopy; new patio doors to rear; new rooflight to rear	Horsforth Town Council objects to this application due to the materials used in a conservation area. Going against policy BE1 of the Horsforth Neighbourhood Plan character areas, development and design.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	09.01.2026
<a href="#">25/06776/FU</a>	Tue 18 Nov 2025	Wed 17 Dec 2025	145 New Road Side Horsforth Leeds LS18 4QD	Change of use for first floor conversion and alterations to form 2 no. two bedroom flats; secure cycle and bin storage; reconfiguration of ground floor bar with wc store and office and kitchen for use in association	Horsforth Town Council neither supports nor objects to this application.	Approved	09.01.2026

				with the basement use.			
<a href="#">25/06732/FU</a>	Mon 17 Nov 2025	Sun 14 Dec 2025	2 Mackintosh Mews Horsforth Leeds LS18 4FT	New roof lights to front/rear and new first floor window 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>	20.01.2026
<a href="#">25/06705/FU</a>	Fri 14 Nov 2025	Thu 11 Dec 2025	Woodlands 1B Southway Horsforth LS18 5RN	First floor extension to side, with juliet balcony to rear; single storey extension to front; single storey rear extension with roof lights; new window to side at ground floor	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>	30.01.2026
<a href="#">25/06292/FU</a>	Fri 21 Nov 2025	Tue 06 Jan 2026	Toby Carvery The Eleventh Earl Fink Hill Horsforth Leeds LS18 4DH	Erection of new walling fencing and gates; installation of festoon lighting mounted on timber posts; resurfacing and extension of tarmac parking area; external redecoration works and new cladding and lighting to entrance	Horsforth Town Council supports this application. The development will sympathetically improve the appearance of a prominently situated building, located within a conservation area. The building is currently looking tired, and this application is therefore considered in line with adopted	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	29.01.2026

					Neighbourhood Plan Policy BE1 - General		
<a href="#">25/06620/FU</a>	Fri 14 Nov 2025	Wed 10 Dec 2025	28 Airedale Drive Horsforth Leeds LS18 5ED	Part two storey, part single storey side and rear extension	Horsforth Town Council objects to the application on the basis that the development would lead to a substantial and overbearing increase in the building envelope and that this would be out of character with neighbouring properties.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	09.01.2026
<a href="#">25/07000/FU</a>	Tue 02 Dec 2025	Thu 25 Dec 2025	76 Newlay Grove Horsforth Leeds LS18 4LH	Single storey rear extension; demolition of existing garage	Horsforth Town Council neither supports nor objects to this application, but notes the proximity to the Newlay Conservation Area and request that any building materials be in keeping with the existing building.	Approved	13.01.2026
<a href="#">25/06887/FU</a>	Tue 02 Dec 2025	Tue 06 Jan 2026	Sandywood Court Outwood Lane Horsforth Leeds LS18 4JA	Replacement entrance doors to flats 12-20 to existing openings	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>	26.01.2026



<a href="#">25/06880/FU</a>	Mon 24 Nov 2025	Sat 20 Dec 2025	20 Park Copse Horsforth Leeds LS18 5UN	First floor side extension and raising of roof height; Garage conversion to habitable room space; Garage door replaced with small window and canopy to the front; Single storey extension to the rear	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>	26.01.2026
<a href="#">25/06708/FU</a>	Mon 01 Dec 2025	Tue 06 Jan 2026	Woodleigh Newlay Wood Road Horsforth Leeds LS18 4LF	Removal of dormer window to facilitate the creation of a Juliet balcony at second floor level; replacement of two ground floor rear windows with taller windows	Horsforth Town Council objects to the application on the basis of adopted Neighbourhood Plan Policy BE1 (General). The development lies within the Newlay Conservation Area and would be unsympathetic. Additionally, the building is located prominently and the modification would be visible from some distance.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	26.01.2026
<a href="#">25/07116/FU</a>	Thu 04 Dec 2025	Thu 01 Jan 2026	12 Featherbank Terrace Horsforth Leeds LS18 4QW	Single storey side 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>	29.01.2026

<a href="#">25/07113/FU</a>	Tue 09 Dec 2025	Thu 01 Jan 2026	46 New Crescent Horsforth Leeds LS18 4RR	Conversion of garage to form a store; single storey side extension; porch to front; widening of driveway access and dropped kerb to accommodate two car parking spaces to front	Horsforth Town Council does not support nor object to this application, however the development is adjacent to (but not within) the Town Street conservation area and therefore the Town Council requests that the materials of construction should match existing, so as not to impact on the character of the area, in line with adopted Neighbourhood Plan Policy BE1 - General.	<a href="#">Approved - Please click on the link to view the officer's report, which references the Neighbourhood Plan</a>	05.02.2026
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#### Item 6.1

Leeds City Council Planning applications since 5<sup>th</sup> January 2026 and the comments made by the Proper Officer with delegated powers.

Reference	Application validated	Deadline for comments	Address	Proposal	HTC response
<a href="#">26/00278/FU</a>	Thu 15 Jan 2026	Thu 12 Feb 2026	3 Park Grove Horsforth Leeds LS18 5EE	Porch to front	Horsforth Town Council neither supports nor objects to this application but requests that conditions be imposed to ensure materials of construction match the existing building.

<a href="#">26/00168/FU</a>	Fri 09 Jan 2026	Thu 12 Feb 2026	Unit 2 Low Hall Industrial Estate Low Hall Road Horsforth Leeds LS18 4EG	Installation of extraction/ventilation system for coffee roaster	Horsforth Town Council neither supports nor objects to this application but requests but requests conditions regarding noise limits on the extractor fan late at night due to the proximity to a residential area.
<a href="#">26/00037/FU</a>	Thu 15 Jan 2026	Sat 07 Feb 2026	9 Lee Lane West Horsforth Leeds LS18 5RT	Single storey rear extension	Horsforth Town Council neither supports nor objects to this application.

## Item 6.2

### Leeds City Council planning applications to consider

Reference	Application validated	Deadline for comments	Address	Proposal	HTC response
<a href="#">26/00173/FU</a>	Thu 15 Jan 2026	Thu 12 Mar 2026	21 Long Row Horsforth Leeds LS18 5AA	Retrospective application for the installation of new roof tiles over single storey element to front	
<a href="#">26/00329/FU</a>	Wed 21 Jan 2026	Fri 27 Feb 2026	Little Shutters Outwood Lane Horsforth Leeds LS18 4HR	Demolition of existing porch, new single storey porch to side and new boundary wall with railings and gate; new shutters to first floor windows	
<a href="#">26/00277/FU</a>	Fri 23 Jan 2026	Thu 19 Feb 2026	29 Victoria Crescent Horsforth Leeds LS18 4PT	Part two storey part first floor extension to side and rear incorporating covered access to front, with roof lights and juliet balcony	
<a href="#">25/07473/FU</a>	Wed 21 Jan 2026	Sat 14 Feb 2026	13 Lee Lane West Horsforth Leeds LS18 5RT	Single storey rear and side extension incorporating garage and canopies to front side and rear; alterations to doors and windows to side	

<a href="#">26/00475/FU</a>	Mon 26 Jan 2026	Wed 25 Feb 2026	4 Hall Park Close Horsforth Leeds LS18 5LS	Demolition of single storey elements to side and rear and construction of a single storey side and rear extension; blocking up of east side entrance; replacement of first floor rear window	
<a href="#">26/00521/FU</a>	Tue 27 Jan 2026	Wed 25 Feb 2026	11 St James Walk Horsforth Leeds LS18 5RB	Single storey rear/side extension; retaining wall to rear garden	
<a href="#">26/00556/FU</a>	Tue 03 Feb 2026	Wed 25 Feb 2026	Station House Calverley Lane Horsforth Leeds LS13 1NP	Construction of single storey extension to existing Cattery business	

**Item 7**  
**Planning appeals & planning appeal decisions after 05.01.2026**

Application number	Address location	Details	HTC comments on application	Appeal ref	Procedure	Information
<a href="#">25/06405/FU</a>	3 West End Drive Horsforth Leeds LS18 5JR	Two storey side and rear extension including increased ridge height, integral garage and rooflights to front and rear; new porch and entrance door to front; new pedestrian and vehicular access and gates including dropped kerb; demolition of existing garage	Horsforth Town Council objects to the application. The proposed development is not in keeping with other properties in the area and it is an over-development of the site.	<a href="#">6004023</a>	written reps	Appeal closed for comment

**Item 8**  
**Planning enforcements**

No planning enforcements

**Item 9**  
**Temporary event notices**

Reference	Address	Event dates	Activities	Activities dates & times	Last date for representations	Notice type/comments
TEN/007227	Horsforth School, Lee Lane East, Horsforth, Leeds LS18 5RF	07/02/2026 - 07/02/2026	The sale by retail of alcohol	17:00 - 22:00	29/01/2026	Late Temporary Event Notice - Notice Accepted  Comments - The event is called Love is on the LS18 Rocks and it is a family friendly music event where bands of mixed ages who learn musical instruments with LS18 Rocks Music School perform on stage. It will run from 6pm-9pm with the venue to be completely emptied by 10pm. Pooky's Deli will be providing food and drink for the audience to buy for the duration.
TEN/007246	St Marys Catholic Primary School, Broadgate Lane, Horsforth, Leeds LS18 5AB	13/02/2026 - 13/02/2026	The sale by retail of alcohol	18:00 - 19:30	02/02/2026	Normal Temporary Event Notice - Notice Accepted  Comments - Disco for parents and children with a pay bar.