



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

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Planning, Licensing and Traffic Committee

Thursday 14th November 2025

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 16th October 2025 at 7pm
Horsforth Museum, 5 The Green, Horsforth, Leeds LS18 5JB

Present: In Chair – Chair Cllr A Goulden

Cllrs J Garvani and A Radford. Cllr G Garvani substitute for E Hyndes.

In attendance: Administration Assistant Steph White.

PLT/25.58 To receive apologies for absence and to consider the reason for the absence

Apologies received from Cllrs D Brosnan, E Bromley, B Cousins, R Hardcastle and E Hyndes.

PLT/25.59 Declaration of Disclosable Pecuniary and other Interests

None declared.

PLT/25.60 To consider questions and comments from members of the public at the Chairman's discretion.

No members of the public were in attendance.

PLT/25.61 Minutes of the previous meetings

Resolved to approve the minutes of the meeting held on Thursday 18th September 2025.

PLT/25.62 Leeds City Council Planning Decisions

The planning decisions were noted.

PLT/25.63 New Planning Applications

63.1 To note the planning applications received since the meeting held on 18th September 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.

63.2 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/25.64 Planning Appeals & Planning Appeal Decisions

There were no planning appeals to note.

PLT/25.65 Planning Enforcement

Planning enforcements were noted.

PLT/25.66 Licensing Applications

The licensing applications were noted.

PLT/25.67 Traffic

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

67.1 Complaints

To discuss the complaint received regarding displaced parking on Hall Lane and surrounding areas after the introduction of parking charges at Fink Hill car park.

Cllr J Garvani contacted the resident in capacity of City Councillor. It was agreed that Horsforth Town Council will write to Leeds City Council to express concerns of cars mounting pavements in order to pass parked cars. Horsforth Town Council Office and Cllr A Goulden to liaise.

67.2 Traffic schemes

None to report.

67.3 Speed indicator device (SID) updates and any data

Horsforth Town Council office to follow up on temporary SID loan and training.

No update on SID.

PLT/25.68 Leeds Bradford Airport (LBA)

To consider the following:

68.1 Leeds Bradford Airport Consultative Committee

To update the committee on Leeds City Council's position on the decision on the public inquiries in relation to flights at Leeds Bradford Airport.

Leeds Bradford Airport are applying to alter existing planning conditions to a noise quota in November 2025.

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

No updates.

PLT/25.69 Neighbourhood Plan.

69.1 To consider any updates and agree any necessary action.

Discuss the workshop options to review our neighbourhood plan policies and their effectiveness.

Ian McKay is offering a free workshop for the Neighbourhood Plan. The office to confirm 23rd October and to invite the Neighbourhood plan working group.

69.2 To receive an update about the community actions and progress.

With regards to the community action investigating restrictions on betting and charity shops, and hairdressers, no mechanism currently exists and therefore it will not be possible to implement this as per the community action. However, with regards to the community action to extend Article 4 restriction on HMOs, Leeds City Council advised that it would be possible to do this if desired. The committee agreed to take no further action on this at this stage. It was agreed to update the community actions register to reflect findings.

PLT/25.70 Leeds City Council Core Strategy and Site Allocation Plan

No update.

PLT/25.71 To consider correspondence received and agree any necessary action

71.1 To discuss the Leeds City Council's cumulative impact assessment, aiming to protect four licensing objectives prevention of crime and disorder, public safety, prevention of public nuisance and protection of children from harm.

It was decided that Horsforth Town Council would give no comment.

71.2 To discuss the consultation of renewal of the local development order permitting the development of a district heating network.

It was decided that Horsforth Town Council would give no comment.

71.3 To discuss reporting litter outside the Black Bull pub on Town Street.

It was decided that the office and Cllr A Goulden to draft a letter to the chair of LCC's licencing committee (Cllr James Gibson) to highlight the littering and issue of broken glass outside

71.4 To discuss works on a property (application number 25/00793/CLP) potentially taking place without appropriate permission.

It was agreed that Horsforth Town Council will contact the planning enforcement team to bring this to their attention.

PLT/25.72 Matters for information.

It was agreed to monitor Leeds Bradford Airport planning applications.

PLT/25.73 Items for future agenda

No agenda items were requested.

PLT/25.74 Date of the next meeting

Next meeting of the Committee: 13th November 2025

Deadline for agenda items: 3rd November 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, A Radford

Appendix 1 - Minute No. PLT/25.63.2 – comments on new planning applications

Reference	Application validated	Deadline for comments	Address	Proposal	HTC response
25/05677/FU	Tue 30 Sep 2025	Fri 24 Oct 2025	25 Brownberrie Drive Horsforth Leeds LS18 5PP	Demolition of a single storey element to the rear and construction of a single storey side and rear extension; porch to front; removal of a canopy post to front	Horsforth Town Council neither supports nor objects to this application.
25/05604/FU	Wed 24 Sep 2025	Wed 22 Oct 2025	118 Victoria Mount Horsforth Leeds LS18 4PZ	Demolition of existing garage; single storey rear extension	Horsforth Town Council neither supports nor objects to this application.
25/05552/FU	Mon 22 Sep 2025	Sat 18 Oct 2025	17 Hall Park Garth Horsforth Leeds LS18 5LT	Removal of porch to form single storey extension to front and side	Horsforth Town Council neither supports nor objects to this application.

25/05323/FU	Tue 16 Sep 2025	Fri 31 Oct 2025	15 Woodway Horsforth Leeds LS18 4HY	Dormer window to rear and rooflights to front	Horsforth Town Council neither supports nor objects to this application.
25/05609/FU	Tue 07 Oct 2025	Wed 29 Oct 2025	Station House Calverley Lane Horsforth Leeds LS13 1NP	Single storey side extension for use of existing cattery business	Horsforth Town Council neither supports nor objects to this application.
25/05826/FU/ NW	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.
25/05838/FU/ NW	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.
25/05701/LI	Fri 03 Oct 2025	Fri 31 Oct 2025	155 Town Street Horsforth Leeds LS18 5BL	Listed building application for replacement and refurbished doors and windows to existing openings throughout	Horsforth Town Council neither supports nor objects to this application. However, the council would like to point out that the materials used should be in-keeping with the building status.
25/05782/FU	Wed 08 Oct 2025	Fri 21 Nov 2025	Burlington Newlay Wood Drive Horsforth LS18 4LL	Demolition of single storey rear extension; new steps and balustrade to rear; new windows to side at first floor and ground floor; new windows to front at first floor; new roof lights to front and rear; new door to utility and bifold doors at, ground floor	Horsforth Town Council neither supports nor objects to this application. However, the council would like to point out that the materials used should be in-keeping with the building status.

Item 5
Leeds City Council Planning Decisions 06.10.2025 – 03.11.2025

Reference	Application Validated	Deadline for comments	Address	Proposal	HTC Response	Decision	Date of decision
25/04868/FU	Tue 26 Aug 2025	Wed 17 Sep 2025	Land Off A65 Rawdon Road/ A6120 Broadway South East Of Fraser Avenue Horsforth Leeds LS18 4DY	Demolition and re- instatement of two sections of boundary wall and one vehicle access gate	Horsforth Town Council neither supports nor objects to this application.	<u>Approved</u>	21.10.2025
25/04707/FU	Thu 07 Aug 2025	Thu 04 Sep 2025	9 Hall Park Close Horsforth Leeds LS18 5LS	Demolition of shed to rear; porch to side; construction of a single storey side extension; removal of chimney; replacing windows and patio doors replacing windows to 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	10.10.2025
25/05241/FU	Mon 08 Sep 2025	Fri 03 Oct 2025	132 Hall Lane Horsforth Leeds LS18 5JQ	Conversion of garage to habitable room; new glazed porch to front; single storey extension to rear; new first floor side window	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	03.11.2025
25/04938/FU	Fri 22 Aug 2025	Wed 24 Sep 2025	The Bungalow Farm Scotland Lane Horsforth Leeds LS18 5SF	Demolition of existing buildings, amendment of levels and construction of new build dwelling and associated landscaping.	Horsforth Town Council objects to this application due to the character of the building not being in- keeping with those in the surrounding area. Scale of the works is	Refused. See refusal of full planning permission for details.	17.10.2025

					also of some concern.		
25/01573/FU/NW	Wed 02 Apr 2025	Thu 24 Apr 2025	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.	Approved. - Please click on the link to view the officer's report, which references the Neighbourhood Plan.	16.09.2025
25/02398/FU/NW	Mon 28 Apr 2025	Mon 09 Jun 2025	2 Troy Road Horsforth Leeds	Two 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	22.10.2025

Item 6.1

Leeds City Council Planning Applications since 6th October 2025 and the comments made by the Proper Officer with delegated powers.

Reference	Application validated	Deadline for comments	Address	Proposal	HTC response
25/06131/FU	Fri 17 Oct 2025	Thu 13 Nov 2025	3 The Grove Horsforth Leeds LS18 4BB	Change of Use from dwellinghouse to residential children's care home	Horsforth Town Council neither supports nor objects to this application.
25/05862/FU	Fri 03 Oct 2025	Wed 05 Nov 2025	20 Church Grove Horsforth Leeds LS18 5LH	Demolish garage to side and construct part two storey, part single storey side/rear extension	Horsforth Town Council neither supports nor objects to this application.

				with first floor rear Juliet balcony, roof lights; porch to front and new driveway to front	
25/05841/FU	Thu 09 Oct 2025	Sat 01 Nov 2025	25 Lee Lane East Horsforth Leeds LS18 5RF	Two storey rear extension with Juliet balcony to side at first floor; new entrance door to front ; new gates to front; new window to side at first floor; replacement with feature glazing to side elevation at first floor and bifold door at ground floor; alteration to fenestration to the front elevation; patio area to side elevation; demolition of canopy to side	Horsforth Town Council neither supports nor objects to this application. However the property borders the Town Street Conservation Area and therefore Neighbourhood Plan Policy BE1 (General) applies as the development may impact the character or appearance of the conservation area itself. Materials used should therefore be in keeping with the area.
25/05733/FU	Fri 17 Oct 2025	Wed 12 Nov 2025	234 West End Lane Horsforth Leeds LS18 5RU	Rebuild existing stone boundary wall using existing reclaimed Yorkshire Stone, with addition of iron railings and automated sliding gate to front	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
25/06405/FU	Mon 03 Nov 2025	Thu 27 Nov 2025	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	
25/06255/FU	Thu 23 Oct 2025	Thu 20 Nov 2025	6 Park Drive Horsforth Leeds LS18 5EB	Part two storey part single storey side and rear extensions	
25/06234/FU	Thu 23 Oct 2025	Thu 20 Nov 2025	65 West End Lane Horsforth Leeds LS18 5ER	Single storey extension to the rear incorporating stone walls and parapet detail.	
25/06257/FU	Tue 28 Oct 2025	Fri 12 Dec 2025	15 Town Street Horsforth Leeds LS18 5LJ	Variation of Condition 4 (opening hours) to previously approved planning application 27/261/04/FU (Part single storey and part two storey rear extension to restaurant) for extension to opening hours on new years eve only whereby the premises may remain open until 01:30am	
25/05959/FU	Wed 08 Oct 2025	Fri 21 Nov 2025	19 Burley Lane Horsforth Leeds LS18 4NR	Retrospective application for the replacement of windows and doors	
25/05879/FU	Mon 06 Oct 2025	Mon 17 Nov 2025	2 Broadgate Drive Horsforth Leeds LS18 5QB	Retrospective application for change of use of garage to form beauty therapy room	

Item 7
Planning Appeals & Planning Appeal Decisions after 06.10.2025

Application number	Address location	Details	HTC comments on application	Appeal ref	Procedure	Deadline to withdraw comments	Deadline for further comments	Appeal outcome
24/02440/OT	Land To The North Of Wood Lane And East Of Cragg Hill Farm	Outline application for nine dwellings and construction of access	Horsforth Town Council objects to this application due to the application going against the Horsforth Neighbourhood Plan. Specifically: Policy BE1: Area 4 Calls to respect the importance of green space in and around the area Calls to ensure movement through and around the conservation area is not restricted Calls to respect important views, of which Wood Lane is considered one All of these would be significantly adversely affected by the development Policy TT3 Land has a non-definitive footpath running across it Development and transfer of land to a private amenity firm, and subsequent restriction of access, may therefore adversely affect Horsforth walking provision Also there are some highway safety concerns, particularly the wall on Wood Lane and the risk of damage to neighbouring properties.	APP/N4720/W/25/3359261	Written reps	12/03/2025	12/03/2025	Appeal dismissed

25/03407/FU	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.	APP/N4720/D/25/3374764	Written reps	NA	NA	Not yet decided
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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/006717	Trattoria Il Forno, 85 - 85A Town Street, Horsforth, Leeds LS18 5BP	21/11/2025 - 23/11/2025	The sale by retail of alcohol	21/11/2025 12:00 - 23:59 22/11/2025 12:00 - 23:59 23/11/2025 12:00 - 23:59	07/11/2025	Normal Temporary Event Notice - Notice Accepted Comments - Supplying alcohol to diners.
TEN/006722	Trattoria Il Forno, 85 - 85A Town Street, Horsforth, Leeds LS18 5BP	14/11/2025 - 16/11/2025	The sale by retail of alcohol	14/11/2025 12:00 - 23:59 15/11/2025 12:00 - 23:59 16/11/2025 12:00 - 23:59	07/11/2025	Late Temporary Event Notice - Notice Accepted Comments - Supplying alcohol to diners at the restaurant
TEN/006672	Trattoria Il Forno, 85 - 85A Town Street, Horsforth, Leeds LS18 5BP	07/11/2025 - 09/11/2025	The sale by retail of alcohol	07/11/2025 12:00 - 23:59 08/11/2025 12:00 - 23:59 09/11/2025 12:00 - 23:59	04/11/2025	Late Temporary Event Notice - Notice Accepted Comments - Pizza restaurant operation supplying alcohol for consumption on and off the premises to customers alongside meals
TEN/006605	Brodie And Flynn, 24 Bletchley Avenue, Horsforth, Leeds LS18 4FA	19/12/2025 - 19/12/2025	The sale by retail of alcohol	18:00 - 23:00	28/10/2025	Normal Temporary Event Notice - Notice Accepted Comments - A festive wine and cheese evening
TEN/006619	West End Primary School, West End Lane, Horsforth, Leeds LS18 5JP	12/12/2025 - 12/12/2025	The sale by retail of alcohol	17:00 - 20:00	29/10/2025	Normal Temporary Event Notice - Notice Accepted Comments - The event is the school's annual Christmas disco with a DJ, a pay bar serving alcohol, tuck shop, sale of hot food and novelties for sale.

TEN/006564	St Mary's Catholic Primary School, Broadgate Lane, Horsforth, Leeds LS18 5AB	06/11/2025 - 06/11/2025	The sale by retail of alcohol	18:00 - 20:00	24/10/2025	Normal Temporary Event Notice - Notice Accepted Comments - Fireworks display event with stalls in the playground selling food, cold and hot beverages (including alcohol) on the evening of the fireworks display.
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Premises Licence or Club Premises Certificate applications

Reference	Premises name and address	Application type	Description of application	Last date for representations	Case officer
PREM/05648/001	Trattoria Il Forno, 85 - 85A Town Street Horsforth Leeds LS18 5BP	New application	Pizzeria Restaurant Proposed licensable activities: Sale by retail of alcohol Every Day 12:00 - 00:00 Alcohol sold for consumption on and off the premises Provision of late night refreshment Every Day 23:00 - 00:00 Activity will take place Indoors Proposed opening times: Every Day 12:00 - 00:00	01/12/2025	Leesa McLaughlin
PREM/05594/002	Thai Sun, 33 Town Street Horsforth Leeds LS18 5LJ	Minor variation	A minor variation application to add off sales to the existing licence.	22/10/2025	Miss Charlotte Deighton

