



# Ross-on-Wye Town Council

## Minutes of the Planning & Development Sub-Committee Meeting

held on Tuesday 26<sup>th</sup> March 2024 at 7.00pm

at Town Hall, Cantilupe Road, Ross-on-Wye, HR9 7AN

**Present:** Cllr D Ciolte, Cllr L Delves, Cllr M Setchfield and Cllr J Winder (Meeting Chairman)

Ex-officio: Cllr J Utting

**In attendance:** Charlotte Reynolds – Deputy Town Clerk

There were no members of the public present.

**P24/03#62**      **Apologies for Absence**  
[Local Government Act 1972 S85 \(1\)](#)  
Cllr S Foreman  
Cllr C Lodea

**RESOLVED: To accept the apologies given.**

**P24/03#63**      **Declarations of Interest**  
[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)  
None

**P24/03#64**      **Applications for Dispensations**  
None

**P24/03#65**      **Public Participation**  
[Standing Orders Clause 3 \(e, f, g & h\)](#)  
None

**P24/03#66**      **Planning & Development Sub-Committee Meeting – Minutes**  
[Local Government Act 1972 Sch 12 Para 41\(1\)](#)  
*To confirm and sign the minutes of the previous meeting held on Tuesday 27<sup>th</sup> February 2024*

**RESOLVED: That the minutes of the previous meeting of the Planning & Development Sub-Committee held on Tuesday 27<sup>th</sup> February 2024 be signed as a correct record.**

7.02pm Cllr M Setchfield joined the meeting.

**P24/03#67**      **Action Review Summary** (for information only)  
*To receive, review and agree priorities in relation to outstanding actions*

All actions were either in progress or completed

**RESOLVED: To receive and note the report.**

**P24/03#68**      **Committee Clerk's Report** (for information only)  
*To receive and note verbal update*

7.04pm Cllr D Ciolte joined the meeting.

- Grant application to the West Mercia Police and Crime Commissioner 2024 Road Safety Grant Round for additional Speed Indicator Devices was unsuccessful
- Herefordshire Council Strategic and Neighbourhood Planning team offering bespoke meetings to discuss queries regarding Neighbourhood Development Plans in relation to emerging Local Plan Review
- The Larruperz Centre had applied to Herefordshire Council to install Electric Vehicle Charging points at the centre. The Town Clerk had confirmed that the Town Council would consider a Service Level Agreement with Herefordshire Council in order to find out further details about the scheme. The meeting was postponed by Herefordshire Council and will be rearranged.

**RESOLVED: To receive and note the report. The Local Plan Working Group would agree a date with the Deputy Clerk to attend the bespoke meeting regarding the Neighbourhood Development Plan**

**P24/03#69**

**Delegated Powers.**

[Local Government Act 1972 s101](#)

*The Clerk will give details of any matters dealt with under delegated powers since the last meeting*

A request had been sent on behalf of the Royal Mail to Herefordshire Council to seal and paint black the wall post box opposite 37 Alton Street. The Town Clerk had submitted a response requesting the post box remain red if it is sealed as the deadline was prior to meeting.

**RESOLVED: To receive, accept and note the report.**

**P24/03#70**

**Applications to be considered**

To approve recommendations on the following applications for determination by Herefordshire Council:

**Ross East Ward**

**P240478/K - Works to Trees in a Conservation Area**

Ross-on-Wye Town, Ross East, 7 Crofts Lane Ross-On-Wye Herefordshire HR9 7AB, Proposed works to an old Apple Tree which has died and needs removed as potential danger. Replacement apple tree will be planted as close as practical to the original location.

**RESOLVED: Members had no objection to this application. Members suggest planting a replacement tree.**

**Ross West Ward**

**P240426/A - Advertisement Consent**

Ross-on-Wye Town, Ross West, 7 Market Place Ross-On-Wye Herefordshire HR9 5NX, Replace 1no. Projecting signage with new 500mm. Switch off the LED to be non-illuminated. Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia & 1no. New 290mm logo height. Switch off the LED to be non- illuminated. Install new window message "A good way to bank."

**RESOLVED: Members had no objection to this application.**

**P240463/FH - Full Householder**

Ross-on-Wye Town, Ross West, Katepwa Ashfield Park Avenue Ross-On-Wye Herefordshire HR9 5AX, Proposed loft conversion with dormer window extension.

**RESOLVED: Members had no objection to this application.**

**P240492/L – Listed Building Consent**

Ross-on-Wye Town, Ross West, Radcliffe Guest House Wye Street Ross-On-Wye Herefordshire HR9 7BS, Proposed works to reconfigure the internal layout through the demolition of some modern internal walls to enable efficient use of space and privacy between accommodation. Proposed upgrade to the internal finishes, including the regularisation of the en-suites (thought to be late 20c.) Replacement of windows to the west and south elevations at the rear and the replacement of the entrance door on the primary elevation.

**RESOLVED: Members had no objection to this application.**

**P240491/F – Planning Permission**

Ross-on-Wye Town, Ross West, Radcliffe Guest House Wye Street Ross-On-Wye Herefordshire HR9 7BS, Proposed works to reconfigure the internal layout through the demolition of some modern internal walls to enable efficient use of space and privacy between accommodation. Proposed upgrade to the internal finishes, including the regularisation of the en-suites (thought to be late 20c.) Replacement of windows to the west and south elevations at the rear and the replacement of the entrance door on the primary elevation.

**RESOLVED: Members had no objection to this application.**

**P240389/FH – Full Householder**

Ross-on-Wye Town, Ross West, 1 St Marys Court, Church Close, Ross-On-Wye, Herefordshire, HR9 5HS, Proposed conservatory extension to side elevation with a thermally efficient lightweight slate effect grey tile.

**RESOLVED: Members had no objection to this application.**

**Ross North Ward**

**P240212/FH – Full Householder**

Ross-on-Wye Town, Ross North, 38 Three Crosses Road Ross-On-Wye Herefordshire HR9 7HB, Proposed 2 storey extension to side elevation over proposed carport to provide additional bedroom and bathroom facilities. Also single storey extension to rear elevation to provide more living space.

**RESOLVED: Members had no objection to this application.**

**P24/03#71**

**Further Applications**

- i) Planning application 240397 had been received since the agenda had been published, but an extension to the deadline for comments had been requested to allow it to be considered at the next meeting.
- ii) Noted: **P232665/A APPEAL** Ross-on-Wye Town, Ross West, The Phoenix Theatre Palace Pound St Marys Street Ross-On-Wye Herefordshire HR9 5HT, appeal submitted, proposal to replace the existing glass-fronted display cabinet with a waterproof digital display board to advertise posters relating to events at the theatre. It is anticipated that the board will be switched off overnight. No further comments can be made on application however requests to withdraw representations can be sent to the Planning Inspectorate.

**RESOLVED: To receive and note the further applications. To not withdraw existing representation on application P232665.**

**P24/03#72**

**Application to Grant a Premises Licence – Ross-on-Wye Station Street Service Station**  
*To agree any representation on the application*

**RESOLVED: That no representation be submitted.**

**P24/03#73**

**Notifications**

*To receive and note the decisions on planning applications*

**RESOLVED: To receive and note the report**

**P24/03#74**

**Speed Indicator Device (SID)**

*To receive and consider the SID traffic report information for February at Walford Road*

**RESOLVED: To receive and note the report**

**P24/03#75**

**Heads of Terms Agreement S106 – Planning Obligations**

*To consider contribution request for any relevant applications*

None

**P24/03#76**

**Herefordshire Council Local Plan Review 2021-2041**

*To receive an update on progress*

- Herefordshire Council had resolved to adopt the Minerals and Waste Local Plan (MWLP)
- The Local Plan 2021/41 Consultation team have booked a Market Stall in Ross-on-Wye on 28<sup>th</sup> March to give out information to residents. The Local Plan 2021/41 consultation runs from 25<sup>th</sup> March until 20<sup>th</sup> May 2024.

**RESOLVED: To receive and note the update**

**P24/03#77**

**Extraordinary Market Town Maintenance Fund**

*To receive an update on the 2023/2024 projects*

- Herefordshire Council had confirmed that the budget for the resurfacing works of the junction of Edde Cross Street and Wilton Road up to the channel drains could be transferred to the new financial year. Further updates from Balfour Beatty are pending.

**RESOLVED: To receive and note the update**

**P24/03#78**

**Assets of Community Value**

*To approve applications to list as an asset of community value:*

- Drop Inn, Ross-on-Wye*
- Friends' Meeting House, Ross-on-Wye*

**RESOLVED: To agree and approve the applications to re-list The Drop Inn and The Friends' Meeting House as assets of community value.**

**P24/03#79**

**Public Spaces Protection Order for Alcohol Control 2024 Consultation**

*To consider response to the consultation*

**RESOLVED: To approve submission of the draft consultation response which was completed at the meeting**

**P24/03#80**

**Gambling Policy Statement of Principles Consultation**

*To consider response to the consultation*

Concerns were raised regarding the number of betting shops in the town and the long opening times.

**RESOLVED: To approve submission that consideration should be given to the number of betting shops in the town and limitations implemented on late opening times.**

**P24/03#81**      **Town and Country Planning Act 1990 Appeal Under Section 78: Planning Application 224260 - Land at Chasewood Meadow, Fernbank Road, Ross-on-Wye, Herefordshire, HR9 5QG**  
*To consider the Town Council's previous representation on the application and approve any amendments or additional comments.*

**RESOLVED: That no further representation be submitted.**

**P24/03#82**      **Working Groups**

Herefordshire Council Local Plan Review 2021-41

*i. To confirm Terms of Reference and appoint councillors to the Working Group*

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Delves

**RESOLVED: That a Herefordshire Council Local Plan Review 2021-41 working group be set up with Councillor Delves as the convener. Councillor Ciolte would join the working group and Jane Roberts and Melvin Reynolds would be invited to join the working group.**

**Terms of Reference**

**The membership will consist of a minimum of two councillors plus external stakeholders if necessary.**

**The Convenor will be agreed by the working group members.**

**Remit**

- **Task and Finish Basis.**
- **Review and formulate a response to the Herefordshire Draft Plan (Regulation 18) consultation.**
- **Attend meetings and consultation events with the Town Clerk, Deputy Town Clerk and representatives of Herefordshire Council.**
- **Make a recommendation to the Planning and Development Sub-Committee to respond to the consultation.**

*ii. To receive a verbal report from the Working Group*

- **A draft response to the consultation will be presented to the Planning and Development Sub-Committee meeting at the meeting on 23<sup>rd</sup> April 2024**

**RESOLVED: To receive and note the update**

**P24/03#83**      **Date of next Meeting and Items for Consideration**

The date of the next meeting – Tuesday 23<sup>rd</sup> April 2024

Items for consideration: Herefordshire Local Plan Review Working Group update.

**Committee Members:** Councillor Ciolte (Chairman), Councillor Delves, Councillor Foreman, Councillor Lodea, Councillor Setchfield and Councillor Winder **Ex officio Member:** Councillor Utting

There being no further business the meeting closed at 7.52pm.

Signed ..... Chairman

Date .....