

Members of the Planning Site Inspection:

PA Andrews, AM Atkinson, AN Bridges, PGH Cutter
(Chairman), BA Durkin (Vice-Chairman), PJ Edwards,
DW Greenow, KS Guthrie, J Hardwick, JW Hope MBE,
MAF Hubbard, RC Hunt, Brig P Jones CBE, JG Lester,
RI Matthews, FM Norman, AJW Powers, GR Swinford
and PJ Watts

Your Ref:

Our Ref: SI-Tuesday 16 July 2013

Please ask for: Ricky Clarke

Direct Line / Extension: (01432) 261885

Fax: (01432) 260286

E-mail: rclarke@herefordshire.gov.uk

11 July 2013

Dear Councillor,

SITE INSPECTIONS - TUESDAY 16 JULY 2013

The Chairman of the Planning Committee and the Assistant Director - Economic, Environment and Cultural Services have determined that the following site/s should be the subject of a prior site inspection.

/ A coach has been arranged to take Members to the site and will leave from Brockington at **9.30 am**, on **Tuesday 16 July 2013**. Please note that, due to traffic and conditions, the times given is are approximate and may vary.

Please find attached the relevant location plans.

- 1. 9:30 AM - MINI-COACH DEPARTS BROCKINGTON**
- 2. 9:45 AM - 130541/O - THE PADDOCK OFF PERRYSTONE LANE, TUPSLEY, HEREFORD**

Outline application for 17 no. affordable dwellings.

Ward: **Backbury**

- 3. 10:15 AM - S122524/F - FERRYMEAD, 14 VILLA STREET, HEREFORD, HR2 7AY**

Change of use of dwelling into 3 no. apartments.

Ward: **Belmont**

- 4. 11:15 AM - N123316/F - LOWER HENGOED, HUNTINGTON, KINGTON, HR5 3QA**

Erection of polytunnels to cover cherry orchard and construction of a balance pond.

Ward: **Castle**

Yours sincerely,



RICKY CLARKE
DEMOCRATIC SERVICES OFFICER
LAW, GOVERNANCE AND RESILIENCE

c.c. Local Ward Member(s), Applicant or Agent, Planning Services and Legal Services

PLANNING COMMITTEE

EXTRACT FROM THE COUNCIL'S CONSTITUTION

SITE INSPECTIONS

5.13.4 Site Inspections

5.13.4.1 Site Inspections by a Committee can be helpful in reaching a decision on issues where site circumstances are clearly fundamental to the decision. This is true particularly when the issues concern, for example, visual impact, the character of an historic building or the effect of development on local amenity. However, site inspections are costly, cause delay to decisions and are an unsuitable place for holding a reasoned debate.

The criteria for holding site inspections are:

- a the character or appearance of the development itself is a fundamental planning consideration;
- b a judgement is required on visual impact;
- c the setting and surroundings are fundamental to the determination or to the conditions being considered, and cannot reasonably be made without visiting the site in question.

The Chairman of the Planning Committee and the Assistant Director Environment, Planning and Waste will determine which applications will be the subject of a prior site inspection. This does not prevent any member of the Committee requesting a site inspection of a site at the Committee meeting when it has not already been visited by this procedure.

5.13.4.2 Site Inspections should not be held when inspection of the site is irrelevant to the material conditions. Any Member of the Committee may request a site inspection, but reasons based on the above criteria must be stated, and will be minuted.

5.13.4.3 **The purpose of the site visit is fact finding.** Officers will be able to point out relevant features of the site and surroundings. You will be able to see the physical features of the site and ask questions through the Chairman or the officers to seek clarification. Neither the applicant/agent or third parties will be allowed to participate in the site inspection. The input of these parties is made at the Committee meeting itself. At the discretion of the Chairman of the Planning Committee the appropriate Parish or Town Council may be invited to observe the inspection. In these circumstances the Parish or Town Council may not contribute to the opportunity to ask questions of officers on site.

5.13.4.4 **No discussion of the merits of the case must be permitted and all questions from you will be put through the Chairman.**

5.13.4.5 The visiting party will stay together as a group.

5.13.4.6 As a member of the Planning Committee when on site visits you should not make any comments that could create an impression that you had already formed a view on the merits of the application. No decision on the application should be made until the meeting of the Planning Committee at which the application is to be considered, when they will have before them all necessary information to be able to make an informed decision, including any material facts arising from the site visit which the Assistant Director Environment, Planning and Waste considers should be reported to the Committee.

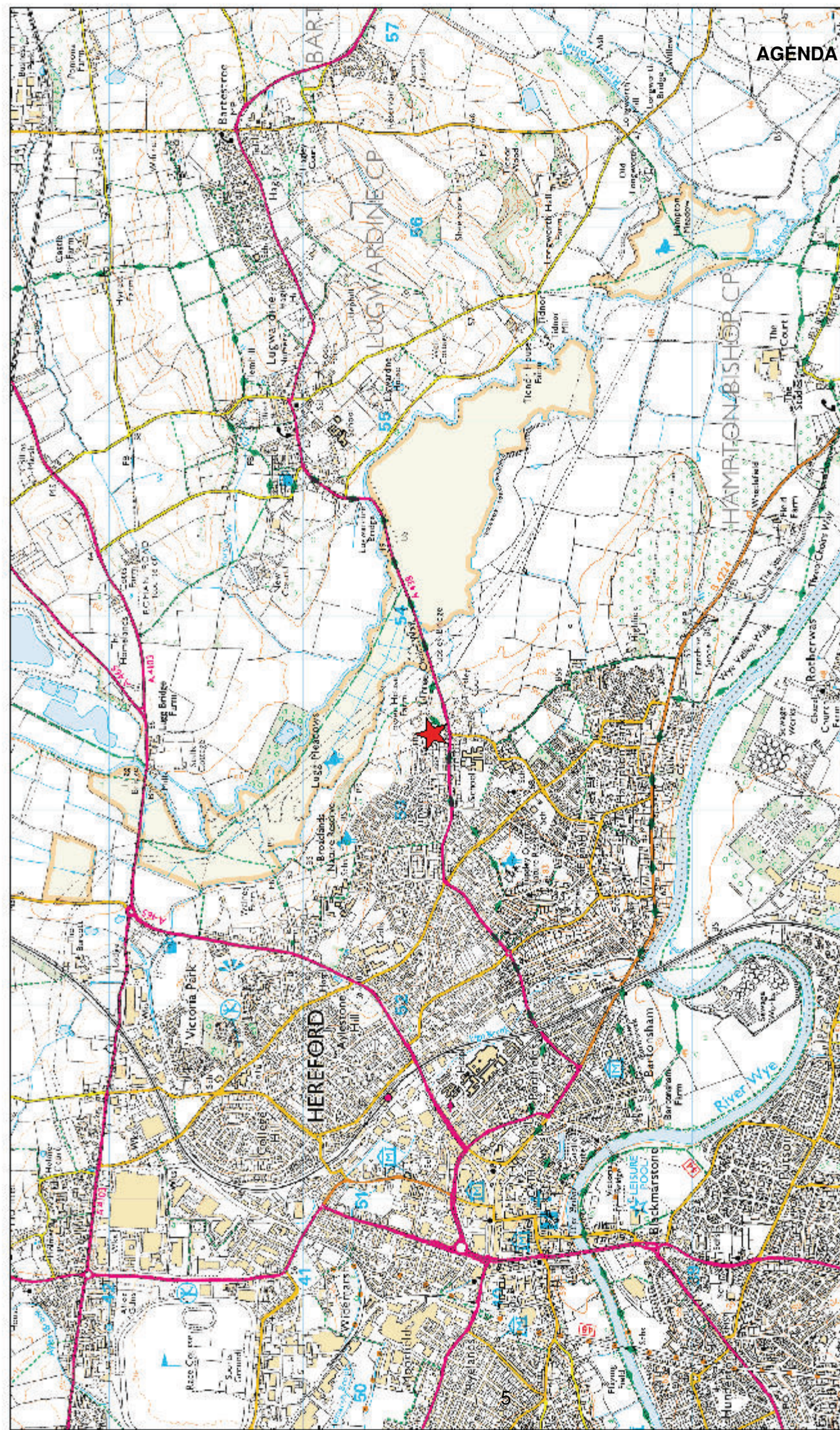
5.13.4.7 Conduct of Visits

- a visits will be conducted in a formal manner.
- b the Chairman or Vice-Chairman will open the meeting, and remind members of its purpose and conduct.
- c Officers will highlight issues **relevant to site inspection**. If issues are raised which necessitate consultation with the applicant or his agent, this should be done after the close of the meeting and the outcome reported to the subsequent committee.
- d Local Ward Members will be invited to site inspections in their wards and asked to highlight local issues relevant to the site inspection.
- e the Chairman or Vice-Chairman will close the meeting.

5.13.4.8 General Matters

- a there will be **no** debate about the merits of the application and no decision will be made.
- b no formal notes will be made.
- c **no** hospitality will be accepted.

5.13.4.9 **If you find it necessary to visit a site alone (perhaps because it was not possible for you to attend a Committee visit), you should view the site only from public vantage points, seek to avoid any discussion with interested parties, and, if there is such discussion, make it clear that no decision on the application will be taken until it has been discussed at Committee.**



CASE OFFICER
Ed Thomas
TARGET DETERMINATION DATE
27th May 2013
★ Application Site
Scale - 1:25,000 @ A4

130541/0
Outline application for 17 no. affordable dwellings at The
Paddock off Perrystone Lane, Tupsley, Hereford

Herefordshire Council Planning Services
PO Box 230
Bucksall House
Hereford
HR1 2ZE
Tel: 01432 280000



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CASE OFFICER
 Kelly Gibbons

TARGET DETERMINATION DATE
 14th November 2012

★ Application Site
 Scale - 1:25,000 @ A4

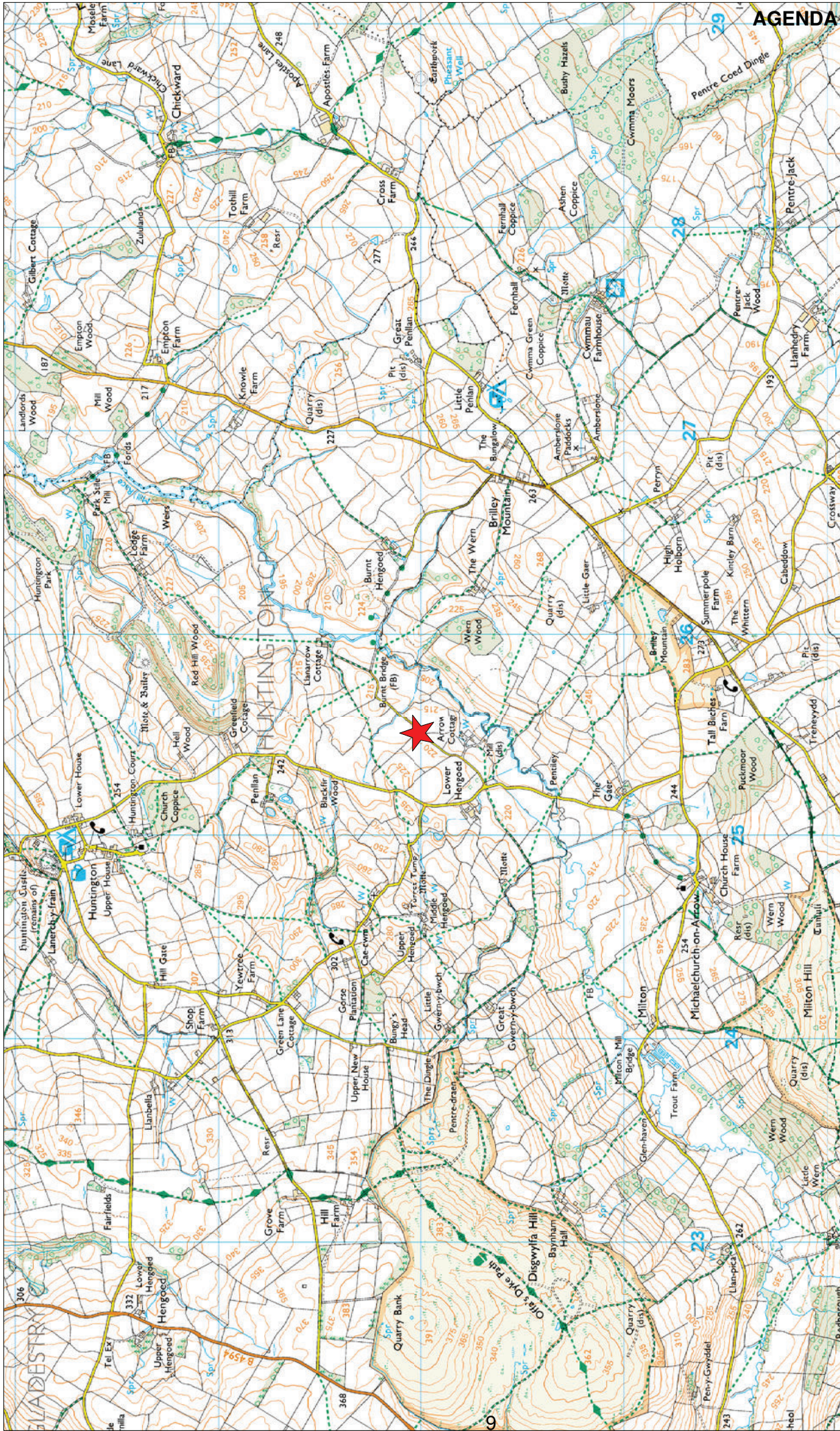
S122524/F
 Change of use of dwelling into 3 no apartments
 at Ferrymead, 14 Villa Street, Hereford

Herefordshire Council Planning Services
 PO Box 230
 Blueschool House
 Hereford
 HR1 2ZB

Tel: 01432 260000
 Fax: 01432 261970



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CASE OFFICER
Philip Mullineux

TARGET DETERMINATION DATE
18th March 2013

★ Application Site
Scale - 1:25,000 @ A4

123316/F
Erection of polytunnels to cover cherry orchard and construction of a balance pond at Lower Hengwood, Huntington, Kington

Herefordshire Council Planning Services
PO Box 230
Blueschool House
Hereford
HR1 2ZB

Tel: 01432 260000
Fax: 01432 261970



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