

Members of the Planning site inspection:

BA Baker, CR Butler, PGH Cutter (Chairman),
PJ Edwards, DW Greenow, KS Guthrie, J Hardwick
(Vice-Chairman), EL Holton, TM James, JLV Kenyon,
FM Norman, AJW Powers, A Seldon, WC Skelton and
EJ Swinglehurst

Our Ref: SI-Tuesday 12 September 2017
Please ask for: Matthew Evans
Direct Line: (01432) 383690
email: Matthew.evans@herefordshire.gov.uk

5 September 2017

Dear Councillor,

Site inspections - Tuesday 12 September 2017

At the last meeting, the planning committee decided that a site inspection to Ashfield Way was required before the application was determined. In addition the chairman of the planning committee and the assistant director have determined that two further site inspections should be undertaken prior to the committee meeting on Wednesday 13 September. Details of the three inspections are provided below.

Please note that a coach has been booked for the day. Please can you park at Shire Hall and make your way to the first site inspection at the former council offices at Bath Street at 10.00 a.m.. Following this inspection the coach will collect you and transport you onto the two remaining sites before returning to Shire Hall.

Kevin Bishop will lead the visits and members are asked to wear sturdy, waterproof footwear.

Please find attached the relevant location plans. Please also find attached an extract from the council's constitution which governs the conduct of site inspections.

1. 10.00 A.M. - 164024 - FORMER COUNCIL OFFICE, 39 BATH STREET, 5 - 6
HEREFORD, HEREFORDSHIRE, HR1 2HQ.

Re-development of former council offices at Bath Street, Hereford including change of use from B1 - business to C3 - dwellinghouses to provide a total of 75no. apartments (comprising 1 & 2 bed apartments). Re-development includes partial demolition of existing buildings (as indicated on submitted drawings), conversion of at former council offices, 39 Bath Street, Hereford, Herefordshire, HR1 2HQ.

Ward: **Central**

2. 11.00 A.M. - 162261 - LAND OFF ASHFIELD WAY, BROMYARD, 7 - 8
HEREFORDSHIRE, HR7 4BF

Proposed site for up to 80 dwellings, garages, parking, open space and indicative road layout at land off Ashfield way, Bromyard, Herefordshire, HR7 4BF.

Ward: **Bromyard West**

3. **12.30 P.M. - 163327 - WHITE HOUSE FARM, ARCHENFIELD, HAY-ON-WYE, HEREFORD, HEREFORDSHIRE, HR3 5TB** 9 - 10

Erection of a barn egg unit for fertile egg production at White House Farm, Watery Lane, Hay-on-Wye, Hereford, HR3 5TB.

Ward: **Golden Valley North**

Yours sincerely,

Matthew Evans

Democratic services officer

c.c. Local ward member(s) and parish/town council(s)

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.

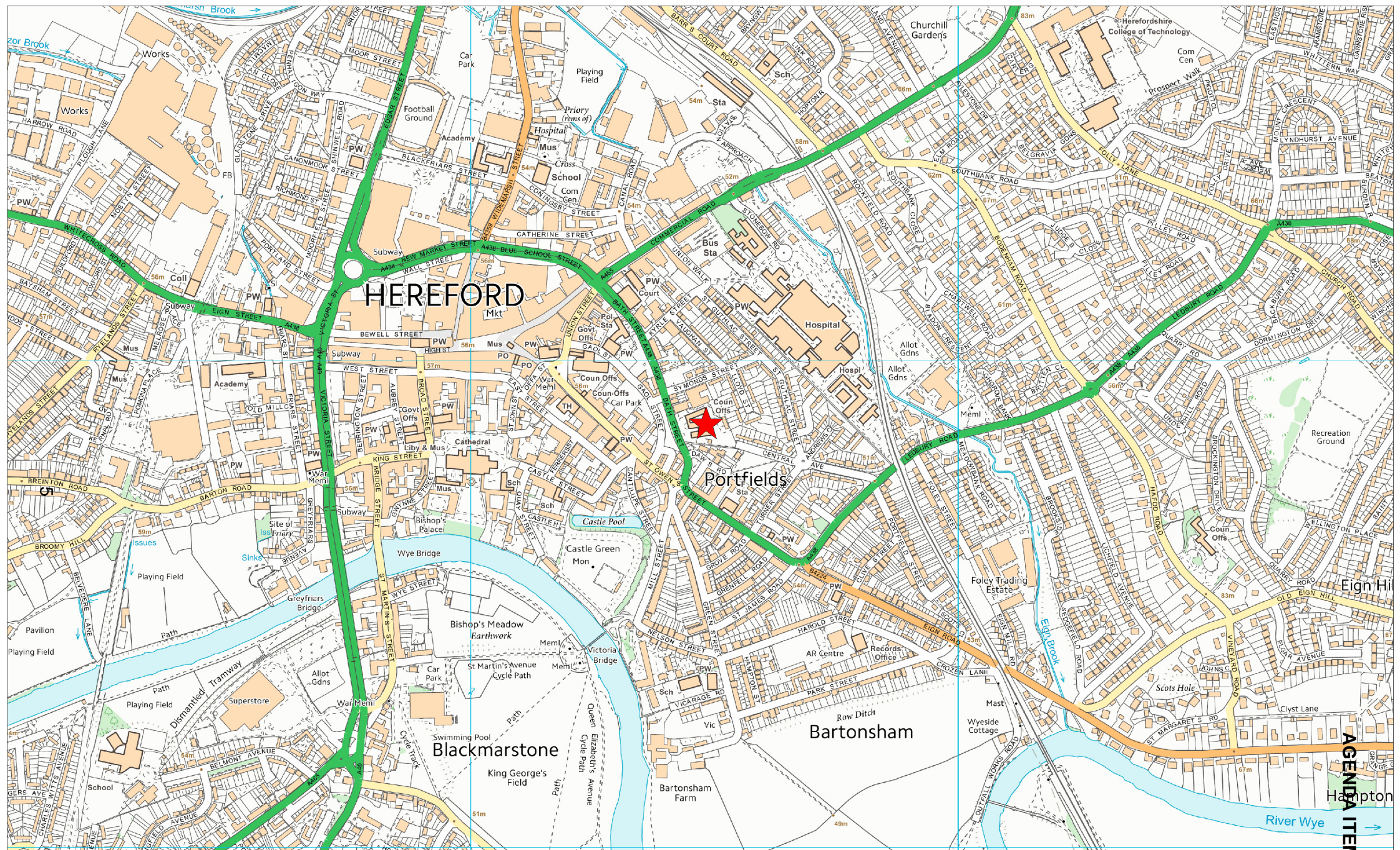
5.13.4.7 Conduct of Visits

- 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.**



HEREFORD

Portfields

Bartonsham

Blackmarstone

AGENDA ITEM 1

Herefordshire Council Planning Services
 PO Box 230
 Blueschool House
 Hereford
 HR1 2ZB
 Tel: 01432 260000



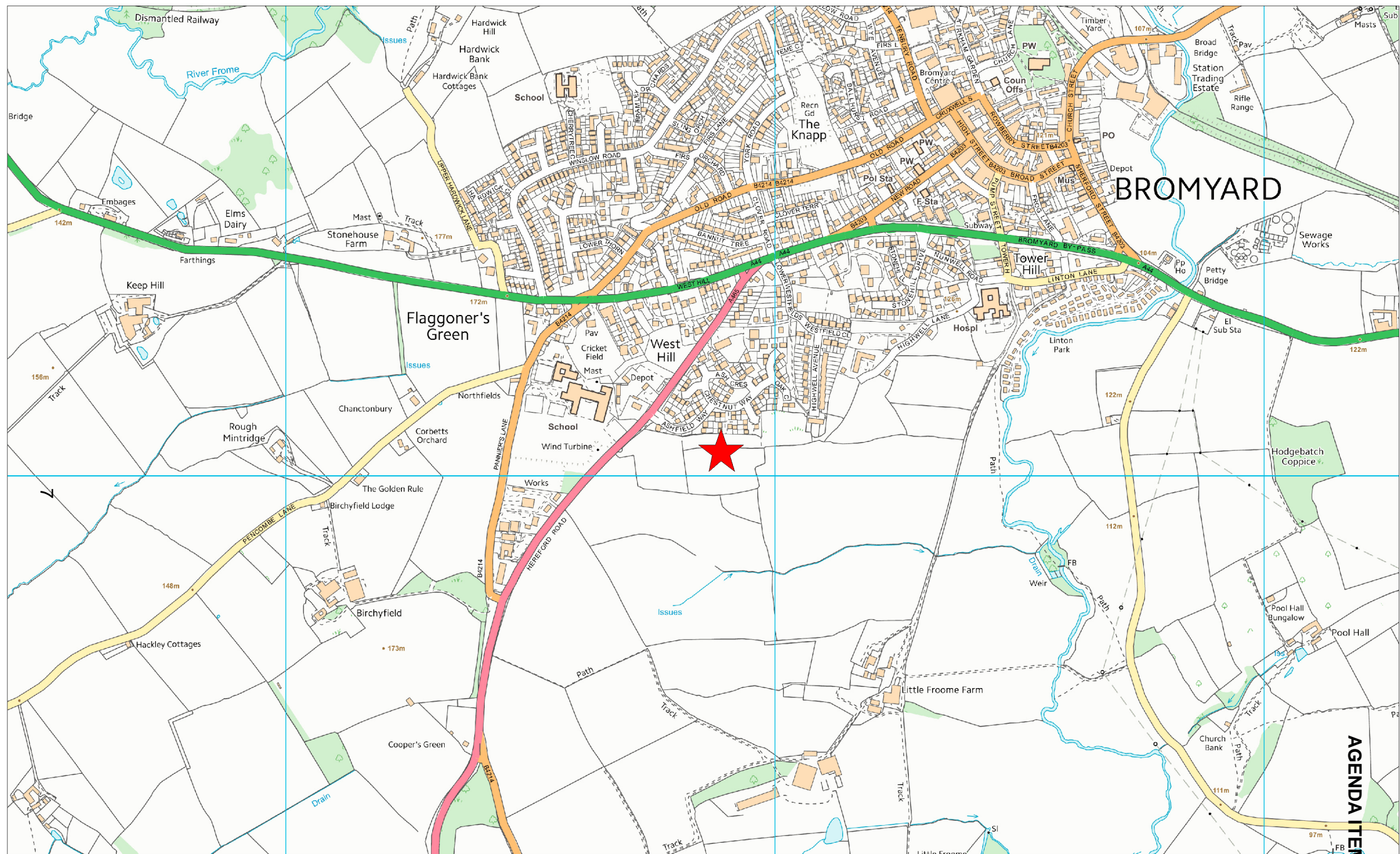
Application Number 164024
 Re-development of former council offices at Bath Street, Hereford including change of use from B1 - Business to C3 - Dwellinghouses to provide a total of 75No apartments. Bath Street, Hereford. HR1 2HQ

Case Officer
 Ed Thomas

Target Determination Date
 31st August 2017

★ **Application Site**
 Scale 1:10,000 @ A4

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BROMYARD

AGENDA ITEM 2



Herefordshire Council Planning Services
 PO Box 230
 Blueschool House
 Hereford
 HR1 2ZB
 Tel: 01432 260000

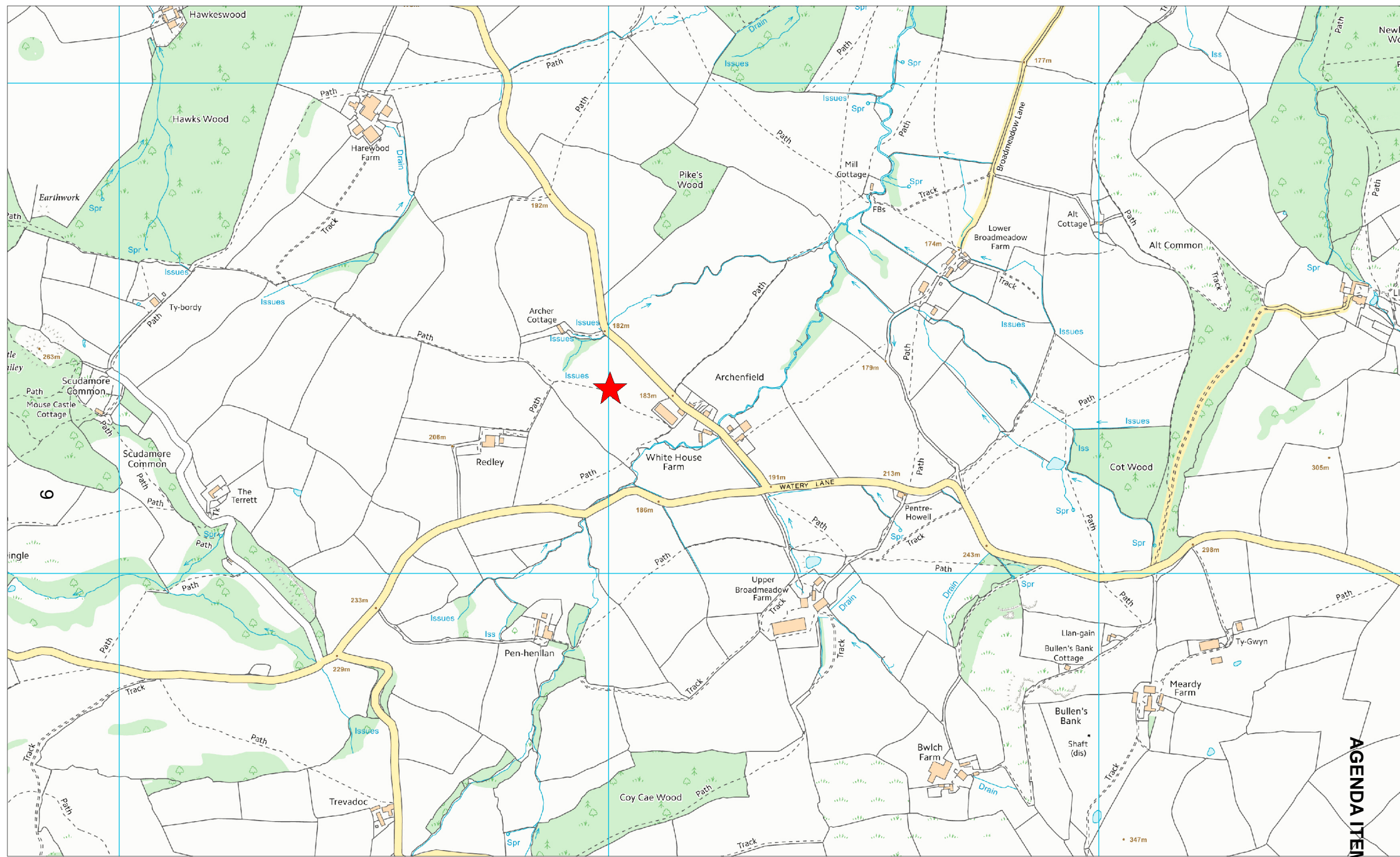
Application Number 162261
 Proposed site for up to 80 dwellings, garages, parking, open space and
 indicative road layout at Land off Ashfield Way, Bromyard, Herefordshire. HR7 4BF

Case Officer
 Andrew Banks

Target Determination Date
 2nd August 2017

★ Application Site
 Scale 1:10,000 @ A4

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AGENDA ITEM 3

Herefordshire Council Planning Services
 PO Box 230
 Blueschool House
 Hereford
 HR1 2ZB
 Tel: 01432 260000



Application Number 161600
Erection of a barn egg unit for fertile egg production at
White House Farm, Watery Lane, Archenfield, Hay-On-Wye, Hereford. HR3 5TB

Case Officer
Roland Close

Target Determination Date
23rd August 2016

★ Application Site
Scale 1:10,000 @ A4

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