

Members of the Planning Site Inspection:

Polly Andrews, Bruce Baker, Jacqui Carwardine,
Simeon Cole, Clare Davies (Vice-Chairperson),
Dave Davies, Matthew Engel, Catherine Gennard,
Peter Hamblin, Terry James (Chairperson),
Stef Simmons, John Stone, Charlotte Taylor,
Richard Thomas and Mark Woodall

Our Ref: SI-Tuesday 29 July 2025
Please ask for: Matthew Evans
Direct Line: (01432) 383690
email: Matthew.Evans@herefordshire.gov.uk

22 July 2025

Dear Councillor,

Site inspection(s) - Tuesday 29 July 2025

The planning committee will be undertaking site inspection(s) at the following site(s).

The inspection(s) will take place from **10.00 am**, on **Tuesday 29 July 2025**. Please note that traffic and conditions may have an impact on the precise start time(s).

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

SITE INSPECTIONS - CONSTITUTION EXTRACT MAY 19

1. **10:00 A.M. - 242024 - LAND OPPOSITE AND EAST OF CAENWOOD, HOWLE HILL, ROSS-ON-WYE, HEREFORDSHIRE** 9 - 10

SITE VISIT 1: 10AM (meet at red star below)
CASE OFFICER: JOSH EVANS
WARD COUNCILLOR: CLLR COLE

Application Number - 242024

Site Address: Land opposite and east of Caenwood, Howle Hill, Ross on Wye

Proposal: Proposed erection of self-build dwelling and ancillary outbuildings and creation of access

See Application at: [Planning Search – Herefordshire Council](#)

IMPORTANT

- **CAR SHARING WILL BE REQUIRED – PLEASE ORGANISE WITH MEMBERS (see below)**
- **VERY LIMITED PARKING AT NEIGHBOUR PROPERTIES. No on road parking. Single track road.**
- **PLEASE WEAR FOOTWEAR SUITABLE FOR UNEVEN GROUND**
- **SITE IS ON SLOPE AND WE WILL NEED TO WALK INTO SITE**

PARKING OPTIONS SUGGESTED BELOW.

1. **Suggest you meet at Merton Meadow (see site visit 2) and car share to the site.**

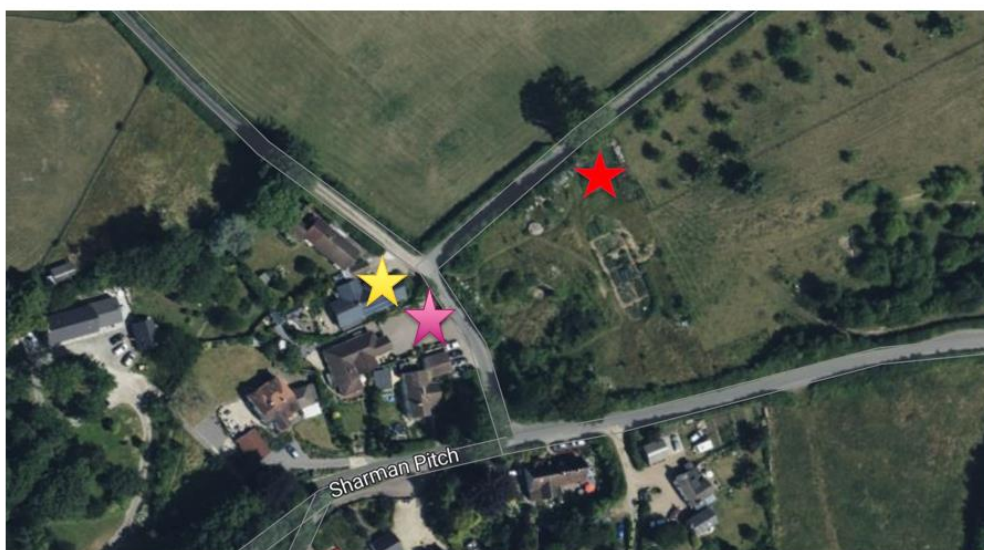
2. Park at a neighbouring properties

It has been arranged that you can park in the following locations (please note you will need to walk to the site and this is up a hill)

2 x spaces in the driveway of red brick bungalow: **Caenwood (yellow star)**

3 x spaces in neighbours driveway – **Tanglewood (Pink star)**

2 x spaces cars on the site of the application site – **Application Site (Red Star)**

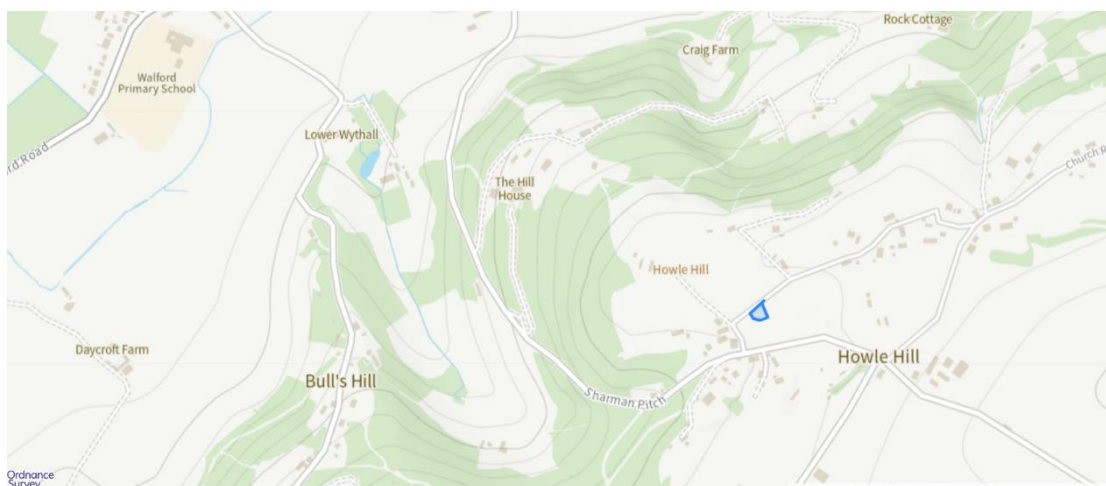


HOW TO GET TO THE SITE

Site details:

Postcode to properties adjacent to site is HR9 5SP – **HOWEVER** – this will take you to the top end of the hamlet (where there is a postbox) and will not take you direct to the application site. **Please make sure you look at the instructions below to access the site.**

This is a very large postcode area – please look at links to get to the site below.



Site Map:

https://www.herefordshire.gov.uk/info/200142/planning_services/planning_applications_search/details/map?id=242024

Googlemaps – pin drop to Tanglewood (for parking)

<https://maps.app.goo.gl/qSeqEmL9VcufxYyKA>

What3words: (Tanglewood)

<https://w3w.co/auctioned.called.sapping>

Applemaps – Pin Drop (Tanglewood)

https://maps.apple/p/_QHnVwK~v-HFxb

Ward: **Kerne Bridge**

2. **11:30 A.M. - 251273 - CAR PARK (PLOT 1A & 1B) TOGETHER WITH PLOTS 4 & 5, EAST OF WIDEMARSH STREET, HEREFORD, HEREFORDSHIRE, HR4 9JU** 11 - 12

SITE VISIT 2: 11.30AM

CASE OFFICER: HEATHER CARLISLE

WARD COUNCILLOR: CLLR ANDREWS

Application Number: 251273

Site Address: Car Park (Plot 1A and 1B) together with Plots 4 and 5 East of Widemarsh Street, Hereford

Proposal: Proposed flood alleviation scheme to address historic flooding across the Merton Meadows area of the city.

See application at: [Planning Search – Herefordshire Council](#)

Postcode: HR4 9HE (adjacent dwelling)

Please meet at the Merton Meadow Overspill Council Car park to north of A465 (link Road) – Red Star



Site Map:

https://www.herefordshire.gov.uk/info/200142/planning_services/planning_applications_search/details/map?id=251273

Googlemaps : Pin drop

To Site meeting point : <https://maps.app.goo.gl/qtSvC2JjmhQF4BUz8>

What3words:

<https://w3w.co/cooks.bill.discouraged>

Applemaps: Pin Drop

<https://maps.apple/p/iBWdDvurT.i3Dd>

Ward: **Widemarsh**

Yours sincerely,

Matthew Evans

Democratic services officer

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

PLANNING AND REGULATORY COMMITTEE
EXTRACT FROM THE COUNCIL'S CONSTITUTION
SITE INSPECTIONS

5.6.12 Site Inspections

- 5.6.13 Site Inspections by the 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; or
- (b) a judgement is required on visual impact; or
- (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 chairperson of the planning committee and the assistant director Environment and place 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.

- 5.6.14 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.
- 5.6.15 **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 chairperson or the officers to seek clarification. Neither the applicant/agent nor 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 chairperson of the planning and regulatory 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.
- 5.6.16 **No discussion of the merits of the case is permitted at site inspections and all questions from you will be put through the chairperson.**
- 5.6.17 The visiting party will stay together as a group. Wherever possible the party should arrive at and leave the site together.
- 5.6.18 As a member of the planning and regulatory 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 and regulatory 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 and place considers should be reported to the committee.

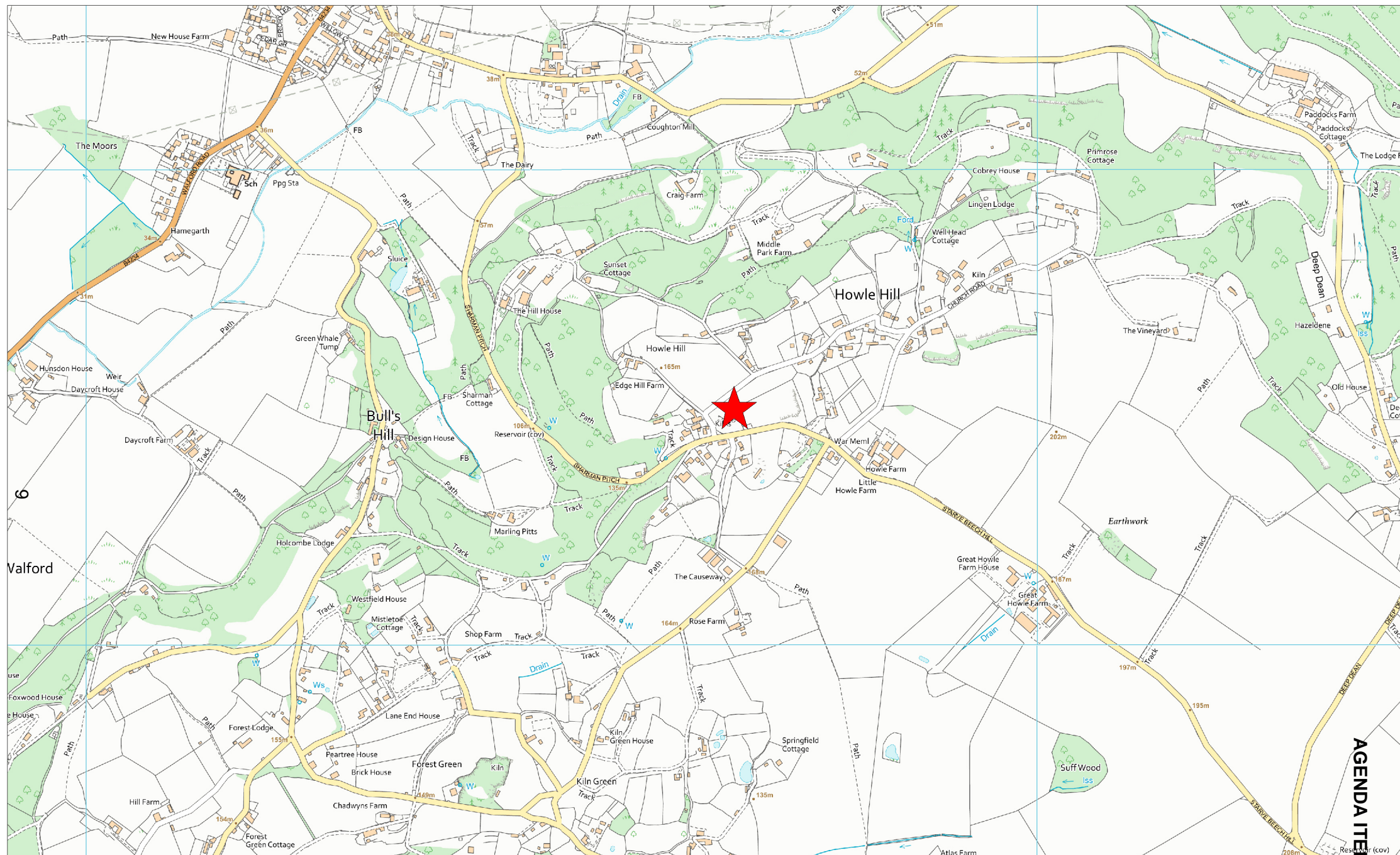
5.6.19 Conduct of visits

- (a) visits will be conducted in a formal manner.
- (b) the chairperson or vice-chairperson will open the visit 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 visit and the outcome reported to the subsequent committee.
- (d) Ward members will be invited to site inspections in their wards and asked to highlight local issues relevant to the site inspection.
- (e) the chairperson or vice-chairperson will close the visit.

5.6.20 General matters

- (a) No decision will be made concerning the application on site.
- (b) no formal notes will be made.
- (c) no hospitality will be accepted.

5.6.21 **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.**



Herefordshire Council Planning Services
PO Box 230
Hereford
HR1 2ZB

Tel: 01432 260000

Application Number 242024

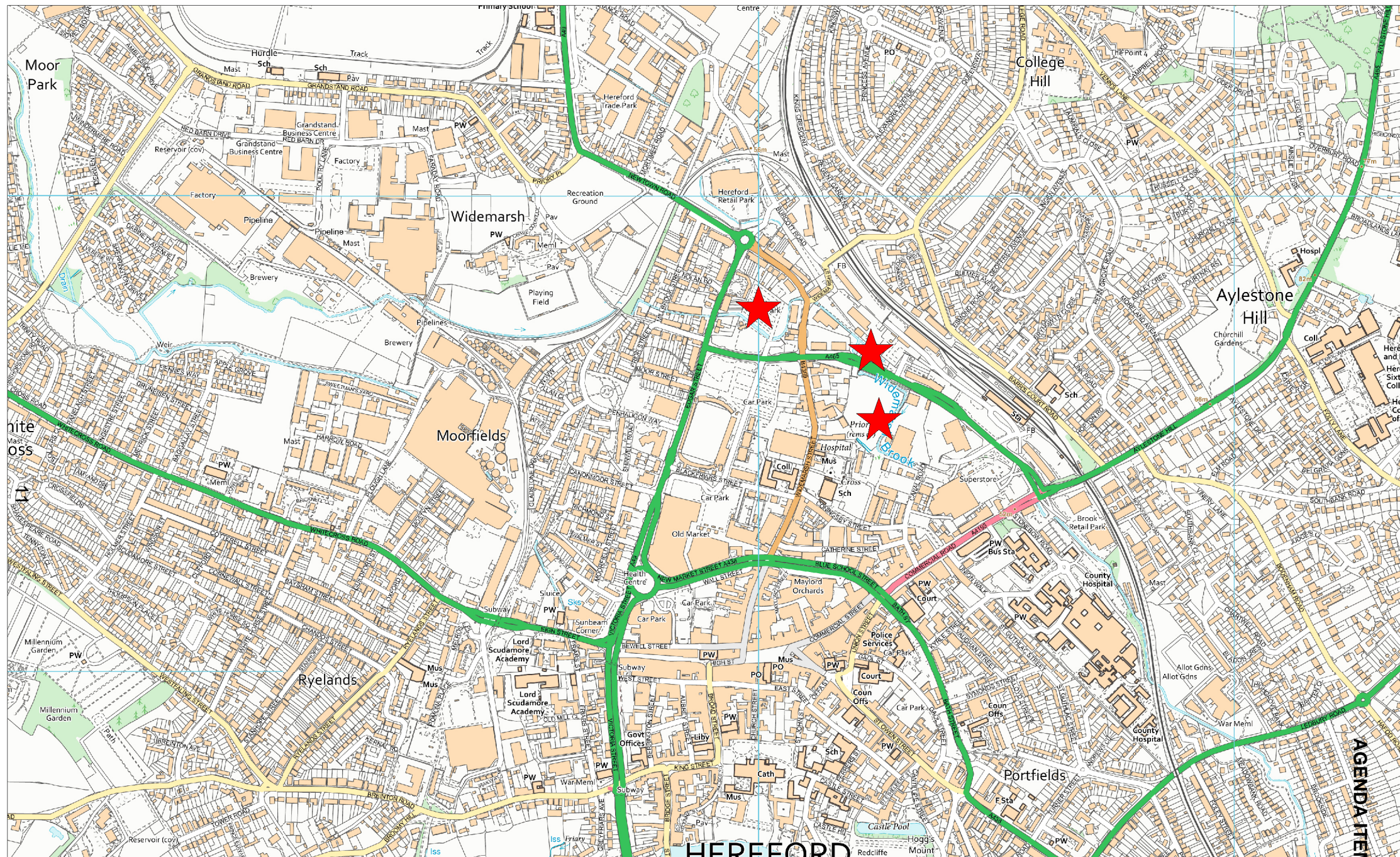
Proposed erection of self-build dwelling and ancillary outbuildings
and creation of access.

Land opposite and east of Caenwood, Howle Hill, Ross-on-Wye, Herefordshire.

Case Officer
Joshua Evans

Target Determination Date
10/10/2024

★ Application Site
Scale 1:10,000 @ A4



AGENDA ITEM 2



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

Application Number 251273
Proposed flood alleviation scheme to address historic flooding across the Merton Meadows area of the city.
Car park (Plot 1A & 1B) together with Plots 4 & 5, East of Widemarsh Street, Hereford, Herefordshire.

Case Officer
Heather Carlisle
Target Determination Date
5/8/2025

★ Application Site
Scale 1:10,000 @ A4

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