

Minutes of the meeting of Planning and Regulatory Committee held at Conference Room 1 - Herefordshire Council, Plough Lane Offices, Hereford, HR4 0LE on Tuesday 28 January 2025 at 9.30 am

Present: **Councillor Terry James (chairperson)**
 Councillor Clare Davies (vice-chairperson)

**Councillors: Polly Andrews, Bruce Baker, Jacqui Carwardine, Simeon Cole,
Dave Davies, Matthew Engel, Catherine Gennard, Robert Highfield,
Roger Phillips, Charlotte Taylor, Richard Thomas, Rebecca Tully and
Mark Woodall**

In attendance: **Councillor Lester**

Officers: **Legal Adviser, Development Manager Majors Team and Highways Adviser**

42. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Peter Hamblin, Stef Simmons and John Stone.

43. NAMED SUBSTITUTES (IF ANY)

Councillor Robert Highfield acted as a substitute for Councillor Hamblin
Councillor Rebecca Tully acted as a substitute for Councillor Simmons
Councillor Roger Phillips acted as a substitute for Councillor Stone

44. DECLARATIONS OF INTEREST

Councillor Richard Thomas declared a personal interest in agenda item no. 7, application 242591 – Land at Lower Woodend; the applicant was a known associate.

45. MINUTES

RESOLVED: That the minutes of the meeting held on 11 December 2024 be approved.

Councillor Matthew Engel joined the meeting at 9.40 a.m.

46. 242506 / 242507 - SHIREHALL, ST PETERS SQUARE, HEREFORD, HEREFORDSHIRE, HR1 2HX (PAGES 21 - 24)

The Senior Planning Officer provided a presentation on the application and the updates/representations received following the publication of the agenda.

In accordance with the criteria for public speaking Mr Tristram spoke on behalf of Hereford City Council, Mr Milln, Chair of the Hereford Civic Society, spoke in objection to the application and Ms Lee, representative of the applicant, spoke in support.

In accordance with the Council's constitution the local ward member spoke on the application. In summary, she explained that the proposal to incorporate the library and learning space into the Shirehall made best use of an historical building. The application concerned the repair, renovation and refurbishment of an historic building and it was noted that only one objection had been received from the Hereford Civic Society. The plans for the building were welcomed as an asset to the city of Hereford and the county as a whole.

In accordance with the Council's constitution Councillor Jonthan Lester spoke on the application as a cabinet member. In summary, he explained that the works proposed to the Shirehall were a renaissance of a cultural element of Hereford. The restoration and repurposing of the building would be transformative for library and learning services and made best use of an historic building.

Councillor Lester left the meeting at 10:02 a.m.

The committee debated the application. The renovation, repair and restoration of the building as set out in both applications was supported by the committee. A point of clarification regarding the number of cycle spaces provided was requested.

The Development Manager Service Manager explained that the conditions attached to the application would be reviewed and clarified, in accordance with delegations to officers, including details on the number of cycle parking spaces provided on the site.

The local ward member was given the opportunity to close the debate.

Councillor Dave Davies proposed and Councillor Richard Thomas seconded a motion that application 242506 be approved in accordance with the case officer's recommendation.

Councillor Dave Davies proposed and Councillor Richard Thomas seconded a motion that application 242507 be approved in accordance with the case officer's recommendation.

The motions were both put to the vote and were both carried unanimously.

RESOLVED -

242506/CD3

That planning permission be granted subject to the following conditions and any other further conditions or amendments to the below conditions, considered necessary by officers named in the scheme of delegation to officers:

1. **Time limit for commencement (full permission)**
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2. **The development shall be carried out strictly in accordance with the approved plans (insert Drawing Numbers) and supporting documents (insert Supporting Documents), except where otherwise stipulated by conditions attached to this permission.**

Reason: For the avoidance of doubt and to ensure adherence to the approved plans in the interests of a satisfactory form of development and to comply with Policies SD1 and LD4 of the Herefordshire Local Plan – Core Strategy and the National Planning

Policy Framework.

3. **Notwithstanding the details provided, no development shall begin until details and the location of the following have been submitted to and approved in writing by the local planning authority, and which shall be operated and maintained during the construction period of the development hereby approved:**

- **Construction traffic access location;**
- **Parking for site operatives; and**
- **Construction Traffic Management Plan**

The development shall be carried out in accordance with the approved details for the duration of the construction of the development.

Reason: In the interests of highway safety and to conform to the requirements of Policy MT1 of Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

4. **Notwithstanding the details provided, no development shall take place until the developer has secured the implementation of a programme of archaeological survey and recording to include recording of the standing historic fabric and any below ground deposits affected by the works. This programme shall be in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the local planning authority and shall be in accordance with a brief prepared by the County Archaeology Service.**

Reason: To allow for recording of the building/site during or prior to development and to comply with the requirements of Policy LD4 of the Herefordshire Local Plan – Core Strategy. The brief will inform the scope of the recording action and the National Planning Policy Framework. The commencement of development in advance of such approval could result in irreparable harm to any identified heritage asset.

5. **The recommendations in the ecology report by Udall-Martin Associates Ltd in respect of ecological interests on the site including mitigation-compensation measures and requirement for any relevant protected species licences from Natural England is to be obtained prior to any works commencing on site, shall be implemented in full; and hereafter maintained as approved, unless otherwise agreed in writing by the local planning authority.**

Within one month of receiving any protected species licence(s) from Natural England, a copy of the issued licence shall be submitted to, and acknowledged in writing by the local planning authority.

Reason: To ensure that all species are protected and habitats enhanced having regard to the Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019' (the 'Habitats Regulations'), Wildlife and Countryside Act 1981,, National Planning Policy Framework (2021), NERC Act (2006) and Herefordshire Local Plan - Core Strategy policies SS1, SS6, LD1,

LD2 and LD3 and the council's declared Climate Change & Ecological Emergency.

- 6. In accordance with the phasing plan, the following samples of materials to be used externally shall be submitted to and approved in writing by the local planning authority:**
- DDA compliant main entrance access including handrail;**
 - External canopy; and**
 - Replacement roof materials, where necessary, if repair is not possible;**

Development shall be carried out in accordance with the approved details.

Reason: To ensure that the materials harmonise with the surroundings so as to ensure that the development complies with the requirements of Policy SD1 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

- 7. Prior to resumption of public use of the Shire Hall, the provision of covered and secure cycle parking facilities shall be carried out in strict accordance with the approved plans and available for use prior to the first use of the development hereby permitted, with evidence submitted to and approved in writing by the Local Planning Authority. Thereafter these facilities shall be maintained.**

Reason: To ensure that there is adequate provision for secure cycle accommodation within the application site, encouraging alternative modes of transport in accordance with both local and national planning policy and to conform with the requirements of Policies SD1 and MT1 of Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

- 8. The new parking bollards shall be of cast-iron. Details of their installation shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing. The agreed details shall be carried out in accordance with the approved plans and completed prior to resumption of public use of the Shirehall.**

Reason: To ensure that the materials harmonise with the surroundings so as to ensure that the development complies with the requirements of Policies SD1 and LD4 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

- 9. Prior to resumption of public use of the Shire Hall, evidence of the suitably placed installation on the approved building, or on other land under the applicant's control, of a minimum total of TEN bird nesting boxes and FOUR bat roosting boxes (or similar features) as recommended in the ecology report by Udall-Martin Associates Ltd, shall be supplied to and acknowledged by the local authority; and shall be maintained hereafter as approved unless otherwise agreed in writing by the local planning authority. Habitat boxes must not be installed in Ash Trees due to endemic Ash Dieback disease.**

Reason: To ensure Biodiversity Net Gain as well as species and habitats enhancement having regard to the Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019' (the 'Habitats Regulations'), Wildlife and Countryside Act 1981,, National Planning Policy Framework, NERC Act (2006) and Herefordshire Local Plan - Core Strategy policies LD1, LD2 and LD3; Climate Change & Ecological Emergency.

- 10. No surface water from any increase in the roof area of the building /or impermeable surfaces within its curtilage shall be allowed to drain directly or indirectly to the public sewerage system.**

Reason: To prevent hydraulic overloading of the public sewerage system, to protect the health and safety of existing residents and ensure no pollution of or detriment to the environment, and to accord with Policies SD1, SD3 and SD4 of the Herefordshire Local Plan – Core Strategy, and the National Planning Policy Framework.

- 11. The multi-functional spaces hereby permitted shall not be open to the public outside the hours of 0800 to 2200 Sundays to Thursdays and 0800 and 2300 Fridays and Saturdays.**

Reason: To safeguard the amenities of the locality in accordance with the Herefordshire Local Plan – Core Strategy policies SS6 and SD1, and the National Planning Policy Framework.

- 12. Details of any additional external lighting, including fixtures or fittings, proposed to illuminate the development, other than that as shown in the approved plans, shall be submitted to and approved in writing by the local planning authority before installation.**

Reason: To safeguard local amenities and to comply with Policy SD1 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

- 13. Prior to their installation, details of the specification and the installation of the PV panels to the built fabric, shall be submitted to and agreed in writing with the Local Planning Authority. Unless first agreed otherwise by the Local Planning Authority in writing the framework of the photovoltaic panels shall have a matt black external finish which shall be maintained thereafter in the absence of any further specific written permission from the Local Planning Authority.**

Within six months of any of the photovoltaic panels hereby permitted becoming redundant, inoperative or permanently unused, those panels and all associated infrastructure shall be removed and re-used, recycled, the materials recovered, or be finally and safely disposed of to an appropriate licensed waste facility, in that order of preference.

Reason: To ensure a satisfactory form of development, avoid any eyesore from redundant plant, prevent pollution, and safeguard the environment when the materials reach their end of life, in accordance with Policies SD1, SD2 and LD4 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

14.

Prior to the relevant works commencing, details, including and specification, of the replacement dormers shall be submitted to and approved in writing by the Local Planning Authority. This details shall include confirmation of the historic leadwork which contains the graffiti being re-used as part of the re-instated leadwork covering in the first instance.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

INFORMATIVES:

1. IP2 – Application Approved Following Revisions
2. The site is within an Area of Archaeological Importance designated under the Ancient Monuments and Archaeological Areas Act 1979. The effects of this are that notice is required of any proposed operations which will disturb the ground. An Operations Notice and accompanying Certificate should be served on Herefordshire Council prior to the commencement of such operations.
3. The Authority would advise the applicant (and their contractors) that they have a legal Duty of Care as regards wildlife protection. The majority of UK wildlife is subject to some level of legal protection through the Wildlife & Countryside Act (1981 as amended), with enhanced protection for special “protected species” such as Great Crested Newts, all Bat species, Otters, Dormice, Crayfish and reptile species that are present and widespread across the County. All nesting birds are legally protected from disturbance at any time of the year. Care should be taken to plan work and at all times of the year undertake the necessary precautionary checks and develop relevant working methods prior to work commencing. If in any doubt it is advised that advice from a local professional ecology consultant is obtained.
4. All applicants are reminded that attaining planning consent does not constitute permission to work in the highway. Any applicant wishing to carry out works in the highway should see the various guidance on Herefordshire Council’s website:

www.herefordshire.gov.uk/directory_record/1992/street_works_licence
<https://www.herefordshire.gov.uk/info/200196/roads/707/highways>
5. The applicant may need to apply to Dwr Cymru / Welsh Water for any connection to the public sewer under S106 of the Water Industry Act 1991. If the connection to the public sewer network is either via a lateral drain (i.e. a drain which extends beyond the connecting property boundary) or via a new sewer (i.e. serves more than one property), it is now a mandatory requirement to first enter into a Section 104 Adoption Agreement (Water

Industry Act 1991). Further information can be obtained via the Developer Services pages of www.dwrcymru.com.

The applicant is also advised that some public sewers and lateral drains may not be recorded on maps of public sewers because they were originally privately owned and were transferred into public ownership by nature of the Water Industry (Schemes for Adoption of Private Sewers) Regulations 2011. The presence of such assets may affect the proposal. In order to assist in dealing with the proposal, the applicant may contact Dwr Cymru Welsh Water to establish the location and status of the apparatus. Under the Water Industry Act 1991 Dwr Cymru Welsh Water has rights of access to its apparatus at all times.

6. The ownership of the land subject of this application is vested in the Council and the consent of the Council as landowner is required before the development is commenced.
7. For avoidance of doubt, the premises Use Class is F1, as per the Schedule to the Town and Country Planning (Use Classes) Order 2020, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification.

242507/L

That Listed Building Consent be granted subject to the following conditions and any other further conditions or amendments to the suggested conditions below, considered necessary by officers named in the scheme of delegation to officers:

1. The works hereby permitted shall be begun before the expiration of three years from the date of this consent.

Reason: Required to be imposed by Section 18(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. The development shall be carried out strictly in accordance with the approved plans (insert Drawing Numbers) and supporting documents (insert Supporting Documents), except where otherwise stipulated by conditions attached to this permission.

Reason: For the avoidance of doubt and to ensure adherence to the approved plans in the interests of a satisfactory form of development and to comply with Policies SD1 and LD4 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

3. Details of the appointment of an appropriately qualified professional who will supervise the approved works of alteration or demolition shall be submitted to and agreed in writing with the Local Planning Authority, for the following phased stages as set out in the phasing plan, before the relevant phase of work commences:

- a) Phase 1;
- b) Phase 2;
- c) Phase 3;
- d) Phase 4 and 5, if further demolition not carried out under Phase 1, 2 or 3 is undertaken.

Any proposed variation to the agreed supervision arrangements shall be subject to the prior written agreement of the local planning authority.

Reason: To ensure that special regard is paid to specific architectural features or fixtures and to ensure the fabric is protected from damage during the course of works in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

4.

No works in relation to any of the features specified below shall commence until details are submitted to and approved in writing by the Local Planning Authority. The work shall be carried out in full in accordance with such approved details:

- a) Specifications and drawings of the DDA compliant main entrance access, including details of the removal of the existing access installation to the northern and southern sides of the portico and their treatment and repair;**
- b) Specifications and drawings of the main entrance lobby;**
- c) Details and drawings relating to the fixing of digital display boards, in relation to main hallway circulation areas associated with the library installation;**
- d) Detailed specification, drawings and proposed materials in relation to the sub-division and alterations to the northern circulation area, including staircase removal;**
- e) Detailed specification and drawings in relation to library installation (Assembly Hall), including joinery and thermal upgrading; details of removal of acoustic panels from frieze level; and details of re-instatement of the historic conductor's rostrum.**
- f) Assembly Hall Ceiling – Details, including drawings, materials and installation of the surrounds of the new decorative latticework ventilation grilles.**
- g) Details on installation and proposed replacement flooring materials with specific regards to the Assembly Hall Floor.**
- h) Details relating to the attachment and door restraint with specific regards to the new assembly hall lobby;**
- i) Detailed specifications and drawings relating to the Undercroft (Learning Centre);**
- j) Details regarding attachment of the amended external canopy design (undercroft canopy) to the historic masonry;**
- k) Fully detailed reports and specifications of all re-instatement and repair elements to Court Room 1, including works to plasterwork and court furniture. This shall include details of the contractors to be engaged to execute these relevant works;**
- l) Fully detailed specifications for all of the ceiling repairs to Court Room 2; and the heating/de-stratification installations associated with the repairs, namely fully detailed M&E specifications/drawings for that installation. This shall include details of the contractors to be engaged to execute these works; and**
- m) Details, including drawings, of the new grilles to be installed below plenum boxes within the roof void for Court Room 2.**

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local

Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 5. Notwithstanding the details provided on drawing no.'s 2142-2000 Rev. B; 2142-2401 Rev. B, and in amended Room Data Sheets, a comprehensive Schedule of Works relating to these areas shall be submitted to and agreed in writing with the Local Planning Authority prior to relevant works commencing. This shall be informed by the necessary level of appraisal, inspection and detail.**

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 6. Notwithstanding the details provided, prior the relevant works commencing, as set out in the phasing plan, fully detailed specification and drawings in relation to the following strengthening works shall be submitted to and approved in writing by the Local Planning Authority:**

- Assembly Hall Roof;**
- Assembly Hall Floor;**
- Court Room 1 Roof;**
- Court Room 2 Roof;**
- Low Level Flat Roof**

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990

- 7. Prior to their installation, details of the specification and the installation of the PV panels to the built fabric, shall be submitted to and agreed in writing with the Local Planning Authority. Unless first agreed otherwise by the Local Planning Authority in writing the framework of the photovoltaic panels shall have a matt black external finish which shall be maintained thereafter in the absence of any further specific written permission from the Local Planning Authority.**

Within six months of any of the photovoltaic panels hereby permitted becoming redundant, inoperative or permanently unused, those panels and all associated infrastructure shall be removed and re-used, recycled, the materials recovered, or be finally and safely disposed of to an appropriate licensed waste facility, in that order of

preference.

Reason: To ensure a satisfactory form of development, avoid any eyesore from redundant plant, prevent pollution, and safeguard the environment when the materials reach their end of life, in accordance with Policies SD1, SD2 and LD4 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

8. **Notwithstanding the details provided, the repair intervention approaches to external fabric in relation to structural repairs, shall be agreed in writing with the Local Planning Authority before relevant works commence.**

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

9. **Prior to its installation details and full specification of the positioning of the M&E equipment and associated gantry structures, shall be submitted to and approved in writing by the Local Planning Authority.**

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990

10. **Prior to the relevant works commencing, details, including and specification, of the replacement dormers shall be submitted to and approved in writing by the Local Planning Authority. This details shall include confirmation of the historic leadwork which contains the graffiti being re-used as part of the re-instated leadwork covering in the first instance.**

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

11. **Prior to relevant works commencing, fully detailed specifications**

and drawings of the new roof access walkways to make access to the Assembly Hall roof space shall be submitted to and approved in writing by the Local Planning Authority.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

12. Prior to relevant works commencing, fully detailed specifications and drawings of the proposed aspects of roof replacement and repairs shall be submitted to and approved in writing by the Local Planning Authority.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

13. In relation to electrical services; the detention cell W.C. basement demolition; and the removal of the modern stairlift, details of making good to exposed surfaces shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

14. Notwithstanding the details provided, in relation to works to the access ramp and fire exit structure at the ground floor, details of the re-constructed structure including proposed polychromatic brickwork detailing and coping materiality shall be submitted to and approved in writing by the Local Planning Authority prior to relevant demolition.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the

building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

15. In relation to new ventilation openings to facilitate the new services, details of the wall vent grilles or suitable alternative, shall be submitted to and approved in writing by the Local Planning Authority prior to relevant installation.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

16. In relation to the demolition of the fire exit lobby at the first floor, prior to the removal of the existing fire exit doors and associated ironmongery, details including specification and drawings of the replacement doors shall be submitted to and approved in writing by the Local Planning Authority.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

17. Notwithstanding the details provided, prior to removal of the uppermost tier of bench seating at the top of the assembly hall stage, fully detailed specifications and drawings for the proposed removal and repair works associated with the assembly hall stage shall be submitted to and approved in writing by the Local Planning Authority.

The work shall be carried out in full in accordance with such approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

18. Prior to relevant works commencing in relation to window replacement, the precise details of all external windows shall be submitted to and approved in writing by the Local Planning Authority. These shall include:

- Full size or 1:2 details and sections, and 1:20 elevations of each joinery item cross referenced to the details and indexed on elevations on the approved drawings.
- Method & type of glazing.
- Colour Scheme/Surface Finish

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

19. In relation to rooflight repairs, with the exception of undertaking further investigation necessary to establish current condition and provenance, no further relevant works shall take place until details of inspection results and the precise relevant rooflight repair works, including specification and drawings, shall be submitted to and approved in writing by the Local Planning Authority.

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

20. In relation to roof lantern repairs, fully detailed specification and drawings of the proposed repair of the vertical framework and ironmongery, including proposed replacement of the pitched glazing shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing.

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

21. In relation to the parapet coping repair, the replacement coping stone shall match the original adjacent in terms of dimensions, detailed appearance, texture and colour. Any variation of these details shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing.

The development shall be carried out in accordance with the

approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

22. With regards to Electrical & Lighting Works, no installation of these relevant works shall commence until fully detailed specification, drawings and details of how these elements will be installed within areas with sensitive historic fabric; and, more generally, how any new wiring will be run to the relevant points, and how new lights will be attached.

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

23. In relation to fire engineering works, the final positions of the de-stratification fans shall be agreed in writing with the Local Planning Authority prior to their relevant installation, including detailed drawing(s) of their location.

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

24. In relation to 'Builders Works', details of how the new openings to facilitate routing of new services; and access area to achieve these, in terms of how these will be executed, or of any specific designs/materials needed to ensure the special character and appearance of the Hall is preserved including but not limited to:
- treatment of insulation within the roof space above the assembly hall;
 - sealing of existing window cill vents; and
 - Details of how the pipework routing from the AHU plant on the main roof will be achieved

Shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing.

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 25. In relation to damp remedial works, an in-depth assessment of damp related fabric deterioration shall be submitted to and approved in writing by the Local Planning Authority prior to relevant works commencing.**

The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy, the National Planning Policy Framework and under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 26. Before the building is re-opened for public use, a Fire Safety Strategy and Method Statement shall be submitted to and approved in writing by the Local Planning Authority. The works are to be implemented in accordance with the approved Statement.**

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and in accordance with policy LD4 of the Herefordshire Local Plan - Core Strategy and the National Planning Policy Framework.

INFORMATIVES

- 1. IP2 – Application Approved Following Amendments**
- 2. This Listed Building Consent relates solely to the plans, drawings, notes and written details submitted with the application, or as subsequently amended in writing and referred to on this decision notice. Any variation of the works or additional works found to be necessary before work starts or while work is in progress [or required separately under the Building Regulations, by the County Fire Service or by Environmental Health legislation] may only be carried out subject to approval by the Local Planning Authority. Unauthorised modifications, alterations, or works not covered by this consent may render the applicant, owner(s), agent and/or contractors liable to enforcement action and/or prosecution. For works of Demolition attention is drawn to Section 8 of the Planning (Listed Buildings and Conservation Areas) Act 1990 which requires that works of demolition should not commence until notice has been given to the RCHME.**
- 3. Listed Building Consent is required for the demolition of a listed**

building or the carrying out of any works for the alteration or extension of a listed building in any manner that would affect its character as a building of special architectural or historic interest. Failure to obtain consent when it is needed is a criminal offence. Planning (Listed Building & Conservation Areas) Act 1990.

There was an adjournment at 10:19 a.m.; the meeting reconvened at 10:26 a.m.

47. 242591 - LAND AT LOWER WOODEND, STOKE LACY, HEREFORDSHIRE, HR7 4HQ

The Senior Planning Officer provided a presentation on the application.

In accordance with the criteria for public speaking Mr Arundale, local resident , spoke in objection to the application and Mr Green, applicant's agent, spoke in support.

In accordance with the Council's constitution the local ward member spoke on the application. In summary, he explained that the application concerned a local enterprise that could be considered consistent with paragraph 88 of the national planning policy framework and core strategy policy RA6. The application had been considered by the local parish council which was in favour but with the imposition of appropriate conditions to limit the hours of operation and safeguard road users. There were however concerns from local residents to the site who had raised objections to the application concerning: the unsuitability of the local highway network and the absence of passing places leading to the site; the potential for the future expansion of the site; the noise, lighting and working hours of the site causing a detrimental impact on residential amenity; the discharge of water from the site onto the local highway and the risk of flooding and surface damage; and the impact on the landscape. It was important that the committee consider reasonable and appropriate conditions to protect residential amenity during its deliberations on the application.

The committee debated the application. There was division among the members of the committee regarding the acceptability of the application. The following principal points were raised during the debate:

- The conditioning of improvements to the highway and the provision of passing places;
- It was noted that the reasons for refusal to an earlier application, concerning the site, had been overcome by the conditions in the current application;
- Concern was expressed that further growth of the enterprise might render the current location unsuitable;
- The extent of the local objections suggested that the business was too big for its current location and situated in the wrong place; and
- The impact of traffic on rural lanes and the enforcement of limits on vans accessing the site.

The Development Management Service Manager and the Highways Adviser provided the following clarification:

- The condition of the local highway surface could not be resolved through conditions on the application;
- The impact of the development on the local highway had not been considered sufficiently severe to require the provision of passing places;
- The applicant had agreed to the conditions proposed with the current application; and

- The condition relating to the access of three vans could be extended to include a requirement for the applicant to keep a schedule of all vehicles accessing the site.

The local ward member was given the opportunity to close the debate. He explained that if the committee was minded to accept the officer recommendation and approve the application a number of conditions should be considered including: limits on the number of people allowed on site; limits on the number of trips generated by the site; mitigation of noise emanating from the site; and control of who was allowed on site. Efforts were required to ensure the avoidance of adverse impacts of the site on residential amenity. It was requested that in the event that the application was approved the local ward member and Chairman of the committee were consulted on the final conditions attached to the permission.

Councillor Bruce Baker proposed and Councillor Dave Davies seconded a motion to approve the application in accordance with the case officer's recommendation and a delegation to the local ward member and Chairman of the committee to be consulted on the final conditions. The motion was put to the vote and was carried by a simple majority.

RESOLVED –

That planning permission be granted subject to: the following conditions; any other further conditions considered necessary by officers named in the scheme of delegation to officers; and consultation with the local ward member and the Chairman of the committee on the final conditions attached to the permission:

1. **Development in accordance with the approved plans**
The development shall be carried out strictly in accordance with the approved plans (22_1235A – 001 REV 03, 22_1235A – 003 REV 02, 22_1235A – 005 REV 01, 22_1235A – 006 REV 01), except where otherwise stipulated by conditions attached to this permission.

Reason: To ensure adherence to the approved plans in the interests of a satisfactory form of development and to comply with Policy SD1 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.

2. **Landscape Scheme**
Within 3 months of the date of this permission, a landscape scheme shall be submitted and approved in writing by the local planning authority. The scheme shall include a scaled plan identifying:
 - a) Trees and hedgerow to be retained
 - b) Trees and hedgerow that have been removed.
 - c) All proposed planting, accompanied by a written specification setting out; species, size, quantity, density with cultivation details.
 - d) All proposed and existing boundary treatment.
 - e) A schedule of landscape maintenance for a period of 5 years

Reason: To safeguard and enhance the character and amenity of the area in order to conform with policies SS6, LD1 and LD3 of the Herefordshire Local Plan Core Strategy, Policy SL1 of the Stoke Lacy Neighbourhood Development Plan and the National Planning Policy Framework.

3. **Implementation**
All planting, seeding or turf laying in the approved landscaping

scheme shall be carried out in the first planting season following the discharge of condition 2 of this permission. Any trees or plants which die, are removed or become severely damaged or diseased within 5 years of planting will be replaced in accordance with the approved plans.

Reason: To ensure implementation of the landscape scheme approved by local planning authority in order to conform with policies SS6, LD1 and LD3 of the Herefordshire Local Plan - Core Strategy, Policy SL1 of the Stoke Lacy Neighbourhood Development Plan and the National Planning Policy Framework

- 4.** Within 3 months of the date of this permission, evidence that the surface water drainage scheme as proposed within the Sustainable Drainage Assessment by GeoSmart (dated 15/04/2024) has been implemented in full. The surface water drainage arrangements shall be maintained as approved thereafter.
Reason: To prevent the increased risk of flooding and to comply with Policies SD3 and SD4 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework
- 5.** Within 3 months of the date of this permission, visibility splays, and any associated set back splays at 45 degree angles shall be provided from a point 0.6 metres above ground level at the centre of the access to the application site and 2 metres back from the nearside edge of the adjoining carriageway (measured perpendicularly) for a distance of 30 metres in each direction. Due to the narrow nature of the access road the visibility splay will be permitted to be measured to the centreline of the adjoining carriageway. Thereafter, nothing shall be planted, erected and/or allowed to grow on the triangular area of land formed which would obstruct the visibility described above.
Reason: In the interests of highway safety and to conform to the requirements of Policy MT1 of Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.
- 6.** Within 3 months of any planning permission being granted the development hereby permitted shall provide full details of a scheme for the provision of covered and secure cycle parking facilities within the curtilage of the business. This shall be submitted to the Local Planning Authority for their written approval. Once approved the covered and secure cycle parking facilities shall be carried out in strict accordance with the approved details and available for use by staff. Thereafter these facilities shall be maintained;
Reason: To ensure that there is adequate provision for secure cycle accommodation within the application site, encouraging alternative modes of transport in accordance with both local and national planning policy and to conform to the requirements of Policies SD1 and MT1 of Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework
- 7.** No more than the 3 vans confirmed to operate from the site shall operate from or be stored at the site at any one time.
Reason: To prevent any further intensification of the use of the site and Woodend Lane, which would result in an adverse impact upon the safety of the public highway and to accord with policies SD1 and MT1 of the Herefordshire Local Plan – Core Strategy and the National

Planning Policy Framework.

- 8. The loading and unloading of delivery vehicles together with their arrival and departure from the site shall not take place outside the hours of 0730 to 1700 Mondays to Fridays nor at any time on Saturdays, Sundays, Bank or Public Holidays.
Reason: To safeguard the amenities of the locality and to comply with Policy SD1 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework.**
- 9. No artificial lighting features, including but not limited to floodlighting and other internal or external lighting associated with the approved development shall be illuminated across any period between sunset and sunrise without the prior written approval of the local planning authority. The use of ‘low glow’ or ‘no glow’ infrared security lighting associated with security for the commercial use of the site is acceptable.
Reason: To ensure that all species and local intrinsically dark landscape are protected having regard to The Conservation of Habitats and Species Regulations 2017, as amended by the Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019’ (the ‘Habitats Regulations’), Wildlife & Countryside Act (1981 amended); National Planning Policy Framework, NERC Act (2006) and Herefordshire Local Plan - Core Strategy policies SS1, SS6, LD1-3; ; and the council’s declared Climate Change and Ecological Emergency**

INFORMATIVES:

- 1. Application Approved Without Amendment**

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against planning policy and any other material considerations, including any representations that have been received. It has subsequently determined to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

The meeting ended at 11.00 am

Chairperson

PLANNING COMMITTEE

Date: 25 January 2025

Schedule of Committee Updates/Additional Representations

Note: The following schedule represents a summary of the additional representations received following the publication of the agenda and received up to midday on the day before the Committee meeting where they raise new and relevant material planning considerations.

SCHEDULE OF COMMITTEE UPDATES

242506 AND 242507 – PROPOSED RENOVATION, REPAIR AND REFURBISHMENT WORKS REQUIRED TO SHIRE HALL INCLUDING THE INTRODUCTION OF A NEW LIBRARY SPACE WITHIN THE ASSEMBLY HALL AT SHIREHALL, ST PETERS SQUARE, HEREFORD, HEREFORDSHIRE, HR1 2HX

For: Mr Pritchard per Mrs Helen Rea, Graingers Porcelain Works, Unit 9 St Martins Quarter, Silver Street, Worcester, WR1 2DA

OFFICER COMMENTS

Further to a number of queries raised during site inspection, officers can respond as follows:

Questions / queries raised at the Committee Site Visit (27/1/2025)

- The extent of the window schedule can be found under supporting documents. This details the opening type/mechanism; locking mechanism; extent of glazing and secondary glazing; and proposed finishes, including their condition and where repair is needed/proposed.
- In terms of window and roof insulation, the existing lay-in insulation is not consistent across the roof and a majority of windows are all single glazed. The proposed upgrade to roof insulation will be where feasible in pitched roof area with the replacement of panes to selective windows with vacuum panes. Existing windows are to be refurbished with new 8mm heritage vacuum cavity double glazing where appropriate. Officers are mindful that greater details of insulation will be required by conditions to fully agree appropriate details.
- The removal of existing acoustic wall panels is proposed for the Assembly Room (library), including the perimeter timber framing currently face fixed to all external walls. A sample panel has been removed as members will have seen on the site inspection which is to inspect the condition of the building fabric behind; once removed the plaster will be repaired and redecorated. All repairs will be undertaken in a traditional manner with a lime plaster; specification to match the existing as advised by specialist plaster report. Acoustics for this room will be controlled by staggered archways (inspired by the Arch forms evident throughout the historic Shire Hall) and mass display of lending books and storage of book stock at high level.
- The assembly room (proposed library) layout maintains clear sightlines of significant features and particularly allowing the full height of the space to be appreciated. Following consultation with the Building Conservation Officer and Historic England, the central book stacks have been reduced in height to maintain sightlines on entry of the tops of the curved windows. Bespoke shallow bookstacks will be developed to retain and allow easy access to the historic ventilation units, and high level bookstacks (for storage only) span the dado rail on North elevation of Library to make use of walls either side of blank window alcove. Elsewhere the dado rail is clearly visible.
- The existing entrance doors to the new Library are unmanageable to the public due to their size and weight, they also provide no compliant fire protection. For this reason, a new internal glazed lobby with automated doors are provided which offers 60 minute fire protection. The glass appearance serves to maintain a visual connection to the original doors from within the library.
- The existing internal timber lobby will be replaced with an accessible automated glazed door. The design allows for the historic doors to be fixed open on a daily basis and the

new glazed automated doors providing the primary access point. The glazed doors allow for the appearance and proportions and of the original doorway to be visible internally.

- The WC provision has been reviewed and small changes area proposed to the current WC arrangement to offer improved facilities i.e. provision of ambulant disabled cubicles. Two additional accessible WC's have been included in the proposal, a clear net gain of WCs on site when comparing the existing and proposed floor plans, to provide for the increased usage, one within the Library Learning centre and a second within the northern access corridor behind Court Room 1.
- The surface material of resin scatter gravel finish is permeable, SUDS compliant and for this reason, planning permission is not required. As it is not affecting historic fabric, listed building consent is not required. The proposed surface finish has not been raised as a concern by either the Building Conservation Officer or Historic England. The Local Authority also has permitted development rights under Part 12 (Development by local authorities) of the General permitted Development Order.

Opening Hours of the Multi functional spaces

Further to the publication of the officer report, officers have reviewed the site history and consider that Condition 11 (opening hours of the multi-functional spaces) of 242506/CD3 is unnecessary and should not be included.

This is given that no opening hours condition has previously been applied, combined with the absence of third party objections raising concerns over the use/opening hours; and given the city centre location where the night-time economy is already well-established. A change to the recommendation is suggested below.

Schedule of conditions (LBC)

The report makes recommendations for conditions in respect of the Listed Building Consent. There is a wide extent of works where details remain outstanding though can be agreed at approval of detail reserved by condition stage.

The Planning Officers continue to work with the Historic Buildings Officers and the applicants to simplify and refine these conditions to ensure that the discharge of the conditions can be managed alongside the phasing of the development in the most effective way. These discussions continue.

The wording of the recommendation below allows for the Granting of the Planning Permission and Listed Building Consent subject to any other further conditions or amendments to the suggested conditions in the report that are considered necessary by officers named in the scheme of delegation to officers. This recommendation will enable officers to work with the applicant to formally agree the schedule of conditions in relation to the listed building consent application, in accordance with both phasing plan and level of details necessary.

CHANGE TO RECOMMENDATION ON P242506/CD3

Omission of Condition 11 as published in the officer report

