**HEREFORD CITY COUNCIL**

**PLANNING & HIGHWAYS COMMITTEE**

**MINUTES**

**OF THE MEETING OF THE PLANNING & HIGHWAYS COMMITTEE**

**HELD AT THE TOWN HALL, HEREFORD**

**on Thursday 28th June 2018**

**Present:** Cllrs David Griffiths, Marcelle Lloyd-Hayes, Kevin Tillett, Jeremy Milnes of the Civic Society

**OFFICERS ATTENDING:** Connor Powell, Administration Finance and Information Officer; Steve Kerry, Town Clerk

**P073 APOLOGIES FOR ABSENCE:**

Cllr Chris Chappell, Mark Dykes

**P074 APPOINTMENT OF SUBSTITUTES:**

None at this time.

74.1 Appointment of new Chair and Vice Chair:

Cllr Lloyd-Hayes nominated Cllr Griffiths to continue his role as Chairman of Planning Committee. Cllr Tillett seconded.

Cllr Griffiths then nominated Cllr Dykes as Vice Chair. Cllr Lloyd-Hayes seconded.

It was **Resolved: Cllr Griffiths is to stay as Chairman. Cllr Dykes to act as Vice Chairman.**

**P075 DECLARATIONS OF INTEREST:**

None at this time.

**P076 MINUTES OF PREVIOUS MEETING OF THE COMMITTEE:**

The minutes of the meeting of 7th June 2018 were agreed as an accurate record.

**P077 DISTRICT COUNCIL MEMBERS:**

**It was Resolved that the participation of those City Councillors who are also members of the County of Herefordshire District Council in both the debate and any subsequent vote on matters contained in this agenda is on the basis that the views expressed are preliminary views taking account of the information currently available to the City Council and that District Councillors reserve their final views on all applications until they are in full possession of all relevant information both for and against.**

**P078 POLICY ISSUES**

78.1 Ward Member Notifications: It was suggested by Cllr Lloyd-Hayes, that in order to keep Councillors up-to-date with Planning Applications occurring within their ward areas, that the Administration, Finance and Information Officer should email Councillors regarding Planning Applications in their ward. This was agreed upon as an action to take place for the next three months on a ‘trial’ basis to see whether or not Councillors find it useful.

 It was **Resolved: Connor Powell will alter the Application Grid to include ‘Ward’ and will send to all Councillors.**

78.2 HAP: The Town Clerk informed Planning members that he has contacted Kevin Singleton, commenting that although HAP meetings are currently not taking place, there is still a need to talk and debate other HAP-related issues such as conservation boundaries and the HMO policy. It was suggested that the City Council follow a similar model to Worcester’s policy on HMO’s, and the Town Clerk agreed that he would look into this.

**P079 APPLICATIONS FOR PLANNING PERMISSION**

It was **Resolved**

**That the applications noted in the attached table, and the licensing matters attached with the responses of the City Council be agreed and forwarded to the Planning Authority by the Clerk.**

**P080 CORRESPONDENCE**

 None at this time.

**P081 DATE OF NEXT MEETING**

Thursday 19th July 2018 at 6.00 pm.

There being no other business the Chairman declared the meeting closed at 7.40 pm.

Signed ……………………………………………………………………

Date ……………………………………………………………………....

To receive and review notes of the consultation briefing regarding the red route. In the strategic bit.