



**Menston Parish Council**  
**Planning Committee Meeting**  
Thursday 31<sup>st</sup> July 2025 at 8.50pm

**MINUTES**

**Present:** Councillors Marilyn Banister, Philip Moore, Chris Steele and Jo White.

**P2025/097 Election of a chairman for the meeting**

**RESOLVED** to elect Councillor Banister as Chairman for the meeting

**Proposed:** Councillor Moore

**P2025/098 Apologies for absence**

Apologies for absence were received and accepted from Councillors Lisa Greer, John Houlihan and Dale Smith

**P2025/099 Disclosures of interest**

None.

**P2025/100 Public consultation**

None.

**P2025/101 Minutes of the previous meeting and progress report**

**RESOLVED** that the minutes of Menston Parish Council's Planning Committee meeting held on 26<sup>th</sup> June 2025 be agreed and accepted as a true and accurate record.

**Proposed:** Councillor Banister

**P2025/102 Outcome of previous planning applications**

| Planning ref no | Site location                           | Brief description of proposal                                                                                               | Outcome                             |
|-----------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| 24/04590/MAO    | Land East of Otley Road Menston         | Outline planning application for residential development of up to 75 dwellings requesting consideration of access           | Pending consideration               |
| 25/00773/HOU    | 7 Fairfax Road Menston                  | Installation of heat pump to north elevation                                                                                | Decided under permitted development |
| 25/01658/HOU    | 3 The Moorlands Ilkley                  | Extension to rear of detached garage                                                                                        | Granted                             |
| 25/01730/HOU    | Goosewell Fold Westbourne Drive Menston | Single storey front extension; single storey rear extension. Application of render to dwelling. Changes to openings         | Granted                             |
| 25/01828/HOU    | 35 Cleasby Road Menston                 | Single storey front and rear/side extensions                                                                                | Granted                             |
| 25/01970/HOU    | 7 West Chevin Road Menston              | Single storey extension to rear                                                                                             | Pending consideration               |
| 25/01993/HOU    | Merlewood Brooklands Walk Menston       | Alterations to existing entrance, stone walls, sliding gate (to a height of 2 metres) and dropped kerb to front of property | Pending consideration               |

| <b>Planning ref no</b> | <b>Site location</b>                                    | <b>Brief description of proposal</b>                                                                                                                                                                                                                                                                                              | <b>Outcome</b>        |
|------------------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 25/02016/HOU           | 11 Fairfax Gardens Menston                              | First floor side extension, single storey rear extension, removal of load bearing walls, internal alterations to first floor                                                                                                                                                                                                      | Granted               |
| 25/02173/HOU           | 50 Dicks Garth Road Menston                             | Dormer window and velux windows added to existing loft conversion                                                                                                                                                                                                                                                                 | Pending consideration |
| 25/01368/FUL           | Flat 2 92 Cleasby Road Menston                          | Demolition of conservatory and replacement with sunroom extension at first floor. Removal of upper part of chimney stack. Rooflights to front and rear elevations. Internal reconfiguration of rooms with addition of recessed balcony to master bedroom                                                                          | Pending consideration |
| 25/01823/FUL           | Croft Court Main Street Menston                         | Full render and external walling insulation encasement to external walls of apartment block                                                                                                                                                                                                                                       | Granted               |
| 25/02259/HOU           | 98 Bradford Road Menston                                | Accessible off street parking space and associated driveway                                                                                                                                                                                                                                                                       | Pending consideration |
| 25/01800/VOC           | 5 Garth Grove Menston                                   | Variation of condition 2 (approved plans) of planning permission 22/02640/HOU for Double storey side extension, single storey rear extension and front porch: To substitute drawings showing proposed changes to the height and depth of the single storey rear extension, front door, and the window and roof of the front porch | Granted               |
| 25/01980/FUL           | Land North West Of The Pump House Hillings Lane Menston | Lean-to extension to West elevation, extension to South elevation and alterations to East elevation of agricultural building (retrospective)                                                                                                                                                                                      | Pending consideration |
| 25/02226/FUL           | Land at Hillings Lane, Menston                          | Agricultural building (retrospective)                                                                                                                                                                                                                                                                                             | Pending consideration |

### **P2025/103 Planning applications to consider**

| <b>Planning ref no</b> | <b>Site location</b>                 | <b>Brief description of proposal</b>         | <b>Outcome</b>                                                            |
|------------------------|--------------------------------------|----------------------------------------------|---------------------------------------------------------------------------|
| 25/02410/HOU           | The Pump House Hillings Lane Menston | Single storey side extension (retrospective) | It was agreed to delegate this to Councillor Banister to draft a response |

| <b>Planning ref no</b> | <b>Site location</b>                          | <b>Brief description of proposal</b>                                                                            | <b>Outcome</b>                                                       |
|------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 25/02620/HOU           | 6 Croft Way<br>Menston                        | Single storey side and rear extensions and rear decking                                                         | It was agreed that this is not in keeping with the rest of Croft Way |
| 25/02555/HOU           | Matthew Dike<br>Farm Hillings<br>Lane Menston | Alterations to openings to facilitate works to convert the attached garage (side) to additional habitable space | No objections                                                        |

**P2025/104 Planning Panel**

None.

**P2025/105 To consider any planning applications adjacent to the Parish Council boundary within Leeds City Council**

None.

**P2025/106 To note any planning applications not for consultation**

None.

**P2025/107 To receive an update about enforcement matters**

The retrospective planning application was discussed earlier in the meeting.

**P2025/108 To receive an update on encroachment on Burley Lane**

The enforcement letters from Bradford Council will be distributed to the residents.

**P2025/109 Neighbourhood Development Plan**

Councillor Banister agreed to set up a meeting to discuss the latest draft and to order seven copies of the document.

**P2025/110 To report any progress on Bradford Council's Local Plan**

There was no update.

**P2025/111 Date of next meeting**

It was agreed that the next meeting will take place on Thursday 28<sup>th</sup> August 2025 starting at 8.30pm.

There was no further business and the meeting closed at 9.45pm