



Menston Parish Council
Planning Committee Meeting
Thursday 28th August 2025 at 9.00pm

MINUTES

Present: Councillors Lisa Greer (Chairman), Marilyn Banister, Philip Moore, Chris Steele and Jo White.

P2025/112 Apologies for absence

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

P2025/113 Disclosures of interest

None.

P2025/114 Public consultation

None.

P2025/115 Minutes of the previous meeting and progress report

RESOLVED that the minutes of Menston Parish Council's Planning Committee meeting held on 31st July 2025 be agreed and accepted as a true and accurate record.

Proposed: Councillor Greer

P2025/116 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
25/02410/HOU	The Pump House Hillings Lane Menston	Single storey side extension (retrospective)	Pending consideration
25/02620/HOU	6 Croft Way Menston	Single storey side and rear extensions and rear decking	Pending consideration
25/02555/HOU	Matthew Dike Farm Hillings Lane Menston	Alterations to openings to facilitate works to convert the attached garage (side) to additional habitable space	Pending consideration

P2025/117 Planning applications to consider

Planning ref no	Site location	Brief description of proposal	Outcome
25/02778/HOU	24 Stocks Hill Menston	Single storey side / rear extension	No objections

Planning ref no	Site location	Brief description of proposal	Outcome
25/02832/HOU	2 Wharfedale View Menston	Two-storey side extension, single-storey front extension and single-storey rear extension with balcony above.	No objections
25/02880/HOU	2 Oakfield Close Menston	Demolition of rear conservatory. Construction of single storey rear and side extensions	No objections
25/02592/FUL	Chevin End Guest House West Chevin Road Menston	Change of use from detached guesthouse (Use Class C1) to residential dwelling (C3) and external alterations	No objections
25/02811/HOU	1 Wharfedale View Menston	Demolition of rear conservatory; two-storey side extension; single-storey rear extension; rear dormer; timber pergola to front elevation; gate to front	It was agreed to delegate the drafting of a response to Councillor Greer
25/03006/HOU	57 Bradford Road Menston	Single storey extension to form an annex for combined living together with internal alterations	No objections

P2025/118 Planning Panel

None.

P2025/119 To consider any planning applications adjacent to the Parish Council boundary within Leeds City Council

None.

P2025/120 To note any planning applications not for consultation

None.

P2025/121 To receive an update about enforcement matters

No update.

P2025/122 To receive an update on encroachment on Burley Lane

It was agreed that the enforcement letters would be circulated to the Parish Council before being distributed to the residents. It was agreed that the wording on the letter would be agreed by email and that a majority of approval was necessary for the letter to be approved.

P2025/123 Neighbourhood Development Plan

Councillor Banister reminded the meeting that a meeting has been set up for Monday 1st September and that she had obtained seven copies of the report for discussion at the meeting.

P2025/124 To report any progress on Bradford Council's Local Plan

Following the update about the change to the National Planning Policy Framework during the Parish Council meeting it was agreed that the Parish Council would find it beneficial to receive an update from a representative from Bradford Council's Planning Department. Councillor Steele agreed to invite Andrew Marshall to a separate meeting.

It was also agreed that the Parish Council would find it useful to set up some communication with the MP for Shipley and Councillor Steele agreed to make contact.

P2025/125 Chairman's remarks

Councillor Greer commented on the lack of planning permission for the In-post lockers at the Post Office and she agreed to draft a letter about this.

Councillor Steele raised the issue of land being identified to be included on Bradford Council's disposal list and it was agreed that the Clerk would submit applications for Assets of Community Value for two areas of land in Menston.

P2025/111 Date of next meeting

It was agreed that the next meeting will take place on Thursday 25th September 2025 starting at 8.30pm.

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