

To all Members of North and East Plans  
Panel

**Planning Services**

Merrion House  
Merrion Centre  
Leeds

Contact: David Newbury  
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Our reference: NE Site Visits  
Date: 21<sup>st</sup> January 2025

Dear Councillor,

**SITE VISITS – NORTH AND EAST PLANS PANEL – THURSDAY 30<sup>th</sup> JANUARY 2025**

Prior to the meeting of the North & East Plans Panel on Thursday 30<sup>th</sup> January 2025 the following site visit will take place:

Time	Ward	
10:55am		Depart Civic Hall
11.20 - 11.35am	Garforth & Swillington	24/04193/FU & 24/06041/ADV – Retention of two shipping containers for use as a site office and tool shed and retention of one non-illuminated freestanding entrance sign at Roots Allotments, Selby Road, Garforth LS25 2AG
12.00 (noon)		Return to Civic Hall

For those travelling by mini-bus please meet in the ante-chamber at the Civic Hall, Portland Crescent at 10.50am for a prompt start at 10:55am. For those unable to use the minibus, or who prefer to travel separately, the visit timings and details above should allow for this. If you are making your own way to the site please let me know and we will arrange an appropriate meeting point.

Yours sincerely

David Newbury  
Group Manager  
Planning Services