MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sharon Holman
Our Ref:	ET/DC/PP/P/2026/0574 Res(2)	**Your Ref:**	P/2026/0574
Date:	03/11/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD TŶ TAFARN YN LLETY GWYLIAU (4 UNEDAU) A PHOB GWAITH CYSYLLTIEDIG / CHANGE OF USE OF PUBLIC HOUSE TO HOLIDAY ACCOMMODATION (4 UNITS) AND ALL ASSOCIATED WORKS

LOCATION: THE TROTTING MARE INN, KNOLTON, OVERTON, WREXHAM, LL13 0LE

I refer to your consultation / email dated 21/10/2026 including revised layout plans in respect of the above.

Submitted Plans

-	Site Location Plan	Drg No	12679D-00 Rev A
-	Ground Floor Plan as Proposed	Drg No	12679B-04 Rev A
-	Proposed Site Plan	Drg No	12679D-06 Rev A

General

The existing caravan park appears to comprise a total of 37 caravan pitches at the rear of the public house. It is understood that there are 3 existing one bedroom holiday units previously created within the public house. The proposed development comprises the conversion of the existing public house to 4 no. one bedroom holiday units.

Access

The proposed development site is located on the A528 Ellesmere Road which is a classified, rural road subject to a 50mph speed limit.

Based on speeds of 50mph, any proposed / existing access would require visibility splays of 2.4 x 160m in both directions measured to the nearside edge of the adjoining highway in accordance with

TAN 18. Visibility from the existing access serving the site and caravan park is adequate providing splays in excess of the above requirements.

The existing 5m wide access is considered adequate to serve the proposed development site.

Parking & Turning Provision

The existing / proposed car park at the front of the site is not currently marked out. The LHA understand that the existing caravan park users have their own on-plot parking.

Adequate parking & turning provision will be required in accordance with LPGN 16 requirements.

The submitted Ground Floor Plan Plan (Drg. No. 12679B-04 Rev A) indicates the former public house comprising the existing holiday lets (assumed to be 3 no. x 1 bed each), proposed holiday lets (4no. x 1 bed each) and existing dwelling (2 bedroom).

Based on LPGN 16 requirements, the proposed 4 additional units would require a maximum of 6 spaces, 3 no. existing one bed lets (max 4.5 spaces) and existing 2 bed dwelling (max 2 spaces). This equates to a maximum total requirement of 12.5 spaces (ie/ 13 spaces). The LHA recommends that maximum parking requirements are provided given the location of the site.

The revised site layout plan indicates the provision of 19 no. spaces (including 1 no. mobility space). However, the proposed spaces do not have a minimum 6m clearance behind each space. **The LHA recommends the applicant provides a revised parking layout plan that complies with LPGN 16.**

If the application is supported, the LHA recommend the proposed spaces are marked out in accordance with LPGN 16 requirements.

<u>Cycle Parking / Shelter</u>

The proposed development will require adequate cycle parking / shelter provision in accordance with the Active Travel Act Guidance / LPGN 16.

The LHA recommend that the applicant liaises with WCBC Active Travel Section in respect of details of appropriate cycle parking / shelter provision that will be required under the Active Travel Act Guidance / LPGN 16. **The LHA recommends that any agreed details are indicated on a suitably scaled layout plan (including annotated dimensions).**

Vehicle Movements

The submitted Design & Access Statement indicates the following:-

There are no proposed changes to the highways and parking arrangements approved under previous applications. The existing access benefits from existing safe visibility arrangements in both directions.

The proposal will result in a reduction in potential traffic movements associated with the site. The existing pub could accommodate up to 72 covers at one time, whereas the proposed holiday let will accommodate a maximum of 6 guests. As such, the proposed use is expected to generate significantly fewer vehicle movements than the existing use.

As indicated above, the proposed use will generate significantly fewer vehicle movements compared with the existing use which the public house could potentially generate. The LHA therefore raise no concerns in respect of traffic generation.

Waste / Recycling

It is assumed that the site / business is serviced by a private waste management company.

The LHA have no objections to the proposed development and recommend any permission include the following condition:-

CONCLUSION

In conclusion, the LHA request the following information:-

- **Parking & Turning Provision**

  The existing / proposed car park at the front of the site is not currently marked out. The LHA understand that the existing caravan park users have their own on-plot parking.

  Adequate parking & turning provision will be required in accordance with LPGN 16 requirements.

  The submitted Ground Floor Plan Plan (Drg. No. 12679B-04 Rev A) indicates the former public house comprising the existing holiday lets (assumed to be 3 no. x 1 bed each), proposed holiday lets (4no. x 1 bed each) and existing dwelling (2 bedroom).

  Based on LPGN 16 requirements, the proposed 4 additional units would require a maximum of 6 spaces, 3 no. existing one bed lets (max 4.5 spaces) and existing 2 bed dwelling (max 2 spaces). This equates to a maximum total requirement of 12.5 spaces (ie/ 13 spaces). The LHA recommends that maximum parking requirements are provided given the location of the site.

  The revised site layout plan indicates the provision of 19 no. spaces (including 1 no. mobility space). However, the proposed spaces do not have a minimum 6m clearance behind each space. **The LHA recommends the applicant provides a revised parking layout plan that complies with**
  LPGN 16.

  If the application is supported, the LHA recommend the proposed spaces are marked out in accordance with LPGN 16 requirements.

  <u>Cycle Parking / Shelter</u>

  The proposed development will require adequate cycle parking / shelter provision in accordance with the Active Travel Act Guidance / LPGN 16.

  The LHA recommend that the applicant liaises with WCBC Active Travel Section in respect of details of appropriate cycle parking / shelter provision that will be required under the Active Travel Act Guidance / LPGN 16. **The LHA recommends that any agreed details are indicated on a suitably scaled layout plan (including annotated dimensions).**

Supplementary Notes

The applicant's attention should be drawn to item nos. 1, 2, 3, 4 & 5 of the supplementary notes.

Appendix

Highways Development Control Standard Advisory Note

In the interests of maintaining highway safety, and to avoid obstruction of the public highway (in contravention of the Highways Act), The Applicant is advised to coordinate with the highway authority at highwayroadworks@wrexham.gov.uk in advance of commencement of the development/works with respect to:

1. *Skip, scaffolding, hoarding or A frame/signage (Permit required for these items, if on the public highway);*
2. *Use of a parking space for a set down/delivery area;*
3. *Record a dilapidation survey of the adjacent carriageway prior to commencement (to avoid being ask to repair damage by the Applicant whilst carrying out their works);*
4. *If any lane closure or obstruction of the highway is required for a crane or similar;*
5. *Protection against dust and debris blowing onto the public highway*
6. *Construction traffic parking locally avoiding nuisance to others;*
7. *If the Applicant's scope of work includes new apparatus in the highway, such as new mains services then a Section 50 licence will be required. Insurances and demonstration of competency to carry out works in the public highway will be required.*
8. *Lowering of kerbs or minor pavement alterations require Section 184 / 171 agreement. Insurances and demonstration of competency to carry out works in the public highway will be required.*
9. *A section 278 agreement works agreement is required for more significant alterations to the existing highway*
10. *Any temporary works affecting traffic lights, [pedestrian/cycle road crossings, or bus stops require pre-planning and permits;*
11. *For applications with a private driveway (either existing or proposed) connecting onto the public highway, the following conditions of approval apply:*

    - *No surface water from the applicants site should be allowed to drain onto the public highway,*
    - *The first 5m* minimum (for residential property) should be hard paved, avoiding gravel or loose chippings form spreading.*
    - *No gate should be built in a location where it would result in a car obstructing the highway whilst being unlocked, and it should not swing out and over a pavement or any other part of the highway.*

    **The hard paved length and set back if required is subject to the applicants proposed vehicular length*

The applicants should allow a minimum of 4 weeks' notice for any of the above standard requirements, and 6-8 weeks for lane closures & road closures (lead times may change without notice subject to workload and complexity). Any works involving Trunk roads should be coordinated separately and directly with the North & Mid Wales trunk Road Agency. For larger sites with a significant impact upon the highway, a Construction Traffic Management Plan will be required.

K W Edwards

Contracts & Engineering Manager

On behalf of Chief Officer, Environment & Technical