

Minutes of the Meeting of the Planning Committee held on Monday 9th June 2025 at 6.00pm in the Garden Room, Dersingham Village Centre, Dersingham.

Present: Cllr J Houston - Chairman, Cllr C Shepherd, Cllr B Thomas – (Chairman at agenda item 1), Cllr N Barker, Cllr V Brundle

In attendance: Geraldine Scanlon (Assistant Business Manager and Minute Taker)

The meeting started at 6.00pm

1. Election of Chairman for this Committee

Cllr C Shepherd nominated Cllr B Thomas. Cllr N Barker seconded the nomination.

There being no further nominations, Cllr B Thomas was duly elected as Chairman of the Planning Committee and signed the Declaration of Acceptance of Office.

2. Election of Vice Chairman for this Committee.

Cllr B Thomas nominated Cllr C Shepherd Cllr N Barker seconded the nomination.

There being no further nominations, Cllr C shepherd was duly elected as Vice Chairman of the Planning Committee and signed the Declaration of Acceptance of Office.

3. To consider apologies for absence – Cllr M Noble and Karen Orgill (Business Manager)

4. Declarations of interest and requests for dispensations by councillors in any agenda item – Cllr B Thomas declared an interest in planning application 25/00874/F at 49 Valley Rise, Dersingham PE31 6PT

5. To review Committee Terms of reference

Cllr C Shepherd proposed the following amendments

To add the word “and” in paragraph 1 to read: where appropriate **and** to take into account any comments from parishioners put to this committee.

To remove the word “written” and to add “or enquiry” to paragraph 5 to read: When an application is subject to appeal, the Committee is authorised to make representation or to elect a member to attend the hearing **or enquiry**.

6. To approve the minutes of the Planning Committee Meeting held Monday 14th April 2025. The minutes require an amendment so therefore were deferred to July’s meeting.

7. Open the meeting to allow Public Participation - No public present

8. Planning applications

All these applications can be viewed and commented on via the Borough Council's online planning portal:

https://www.west-norfolk.gov.uk/homepage/169/comment_on_a_planning_application.

25/00786/F Retrospective: Rear single storey extension at 28 West Hall Road, Dersingham

It was resolved to make the comment of: No Objection

25/00874/F Single storey side extension and fencing to front garden at 49 Valley Rise, Dersingham

It was resolved to make the comment of: No Objection

25/00025/TPO – 2/TPO/00040 – 4 Chestnut Close – Minor work requested to a group (G1 on map) of hornbeam. Crown raise to 6.5m of minor branches together with the crown clean and reduction of branches growing to the house, to approx. 3m. reason reduce the imposing nature of the large trees in a small garden, this has previously been approved and the work is ongoing.

It was resolved to make the comment of: No Objection

To note outcomes of planning decision by the Borough Council:

25/00362/F Installation unit and external ducting and flue (Retrospective) Coach and Horses, 77 Manor Road- Application permitted – 21st May 2025 – Delegated Decision. **Noted at the meeting**

25/00496/F Construction of new driveway and access- Mill House, Mill Road - Application Refused – 16th May 2025 – Delegated Decision.

9. **Neighbourhood Plan.**

Cllr C Shepherd said there is no progress with regards to the Neighbourhood Plan. Quotations for the plan will be discussed by Councillors in the private part of the agenda.

10. **Correspondence**

10.1 CPRE – Guidance on How to Respond to Planning Application.

Cllr C Shepherd said the guidance received was useful and asked the ABM to print a copy for the office.

10.2 BCKLWN – Annual Planning Parish Update Sessions

Cllr C Shepherd advised there are two sessions being run by the Borough Council. 1 Face to Face session 25th June which Cllrs C Shepherd and S Foxley will attend, and a hybrid meeting will take place 12th June.

Cllr Brundle stated the rendering at 2 Chapel Road has still not been completed. Cllr C Shepherd advised Cllr Brundle to access the Borough Councils website and make a note on the enforcement section for the planning officer dealing with the application.

11. **Open the meeting to allow Public Participation - No public present**

12. **Items for inclusion on the next agenda**
Neighbourhood Plan

13. **Date of next meeting - Monday 14th July 2025 at 6pm in the Loft**

14. **Exclusion of press and public**

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

15. **Quotations to employ a consultant to carry out preliminary work and prepare a neighbourhood plan.**

Cllr B Thomas said the Business Manager had tried to obtain three quotes for the neighbourhood plan however, only 1 quote had been received. 1 company had declined quoting due to high levels of work currently and the other had not responded. After discussion it was agreed to propose to the F&A Committee that the quotation be agreed, and the Planning Committee requests the quote be funded by Project Reserves at the next Full Council meeting

With no further business the meeting closed at 6.50pm