

Minutes of the Meeting of the Planning Committee held on Monday 13th July 2026 at 6.00pm in The Garden Room, Dersingham Village Centre, Dersingham.

Present: Cllr B Thomas, Cllr C Shepherd, Cllr S Foxley and Cllr M Noble

In attendance: Karen Orgill (Business Manager and Minute Taker)

1. **To elect the Chairman of the Planning Committee**
Cllr C Shepherd nominated Cllr B Thomas. Cllrs S Foxley and M Noble both seconded the nomination.
It was resolved to approve Cllr B Thomas as Chairman of the Planning Committee.
2. **To elect the Vice-Chairman of the Planning Committee**
Cllr B Thomas nominated Cllr C Shepherd. Cllrs S Foxley and M Noble both seconded the nomination.
It was resolved to approve Cllr C Shepherd as Vice-Chairman of the Planning Committee.
3. **To consider apologies for absence** – Cllr N Barker, Cllr V Brundle and Cllr J Houston
4. **Declarations of interest and requests for dispensations by councillors in any agenda item** – None
5. **To approve the minutes of the Planning Committee Meetings held on Monday 9th March 2026.** The minutes were proposed by Cllr C Shepherd, seconded by Cllr S Foxley and were approved as a correct record
6. **Open the meeting to allow Public Participation** – None present
7. **To review Committee Terms of Reference** – Cllr B Thomas informed the meeting the Terms of Reference had previously been circulated via SharePoint. Subject to the agreed changes, the TOR's will be amended and presented to Full Council in July.
8. **Probity and Planning Protocol Policy** - Cllr B Thomas informed the meeting the policy had previously been circulated via SharePoint. Addition of the wording "Neighbourhood Plan" to Section 1.4 and subject to this agreed change, the Policy will be amended and presented to Full Council in July.
9. **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.

26/01078/O – Outline application for the erection of no. 2 dwellings with all matters reserved except access at Land North of 37 and 39 Manor Road, Dersingham. **It was resolved to make the comment of: No objection but concerns have been raised that the Proposed Site Plan shows the**

houses are to be set back by approx. 1m from the hedge but this is likely to result in harm so it is requested the houses are set back by 2 metres. The design and materials used should reflect the visualisation drawing submitted as part of the application.

To note outcomes of planning decision by the Borough Council:

26/00075/TREECA – T1 Purple Plum – On front boundary, cut back away from the road and pavement. Crown clean removing deadwood, crossing and suppressed growth and epicormic growth. Reduce the remaining crown by up to 30% (1.5 metres) – 32 Chapel Road, Dersingham – Tree Application – No objection – 16 June 2026 – Delegated Decision – Noted at the meeting.

26/00617/F – Retrospective: Conversion of existing outbuilding to form one bedroom annexe accommodation with facilities for holiday let – 21 Manor Road, Dersingham – Application Refused – 12 June 2026 – Delegated Decision - Noted at the meeting.

26/00781/F – Refurbishment of existing sports pavilion including alteration to fenestration and addition of timber cladding – Dersingham Sports Council , Manor Road, Dersingham – Application Permitted – 2 July 2026 – Delegated Decision - Noted at the meeting.

10. **Update on Neighbourhood Plan** – Cllr B Thomas reminded the meeting that the next NP meeting will take place on Wednesday 15th July at 10am and will be working through the last two policies on design and business/tourism.
11. **Planning Consultants asking for ‘Expressions of Support’ for planning application for supply of Snettisham Carstone - It was resolved not to respond before and until the planning application is submitted.**
12. **Correspondence**
 - 12.1 Borough Council – Parish Update Training Sessions – YouTube and PowerPoint presentations – Noted at the meeting
13. **Open the meeting to allow Public Participation** – None present
14. **Items for inclusion on the next agenda** – None
15. **Date of next meeting - Monday 14th September 2026 at 6pm in the Loft unless any new planning applications require an Extraordinary Meeting.**

With no further business the meeting closed at 18:53pm