



## MINUTES OF THE MEETING OF THE **PLANNING COMMITTEE** HELD AT THE TOWN HALL, ON THURSDAY 12<sup>TH</sup> JUNE AT 6pm

**PRESENT:** Trevor Bennett Mary Evans  
Kay Montandon

**ALSO PRESENT:** Faye LeBon (Town Clerk)

**1. TO NOTE APOLOGIES FOR ABSENCE**

Apologies for absence were received from David Anderson and Patrick Prekopp.

**2. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

None raised.

**3. TO AGREE THE MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting held on 8<sup>th</sup> May 2025 were ***agreed*** and signed as a true and accurate record by the Chair.

**4. INFORMATION ON MATTERS ARISING FROM THE PREVIOUS MINUTES**

None.

**5. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK**

No matters raised.

**6. TO RECEIVE UPDATES ON EXISTING APPLICATIONS**

Updates to previous applications under consideration by Broadland District Council, were noted follows:

Reference	Address	Details	Town Council Response	Status
2024/3376	47 Cawston Road NR11 6EE	Notification for prior approval for change of use and conversion of existing commercial building (class E) into 1no dwelling (class C3)	No Objections	Pending

2024/3433	<i>Shepherds Huts Green Lane Off Banningham Road</i>	Placement of 2 shepherd huts (1 for holiday accommodation and 1 for a shower block) and change of use of land (retrospective)	No Objections	Pending
2024/3764	<i>20 - 22 Market Place NR11 6EL</i>	Installation of 2 louvres intake and extract within top section of windows to side elevation	No Objections	Pending
2025/0061	<i>Highfield 30 Holman Road Aylsham Norfolk NR11 6BY</i>	1.5 storey rear extension, new single storey link room extension and roof mounted solar panel arrangement	Objection	Pending
2025/0654	<i>Pen-y-clawdd 1 Bure Valley Lane NR11 6UA</i>	Replacement dwelling	No objections, subject to compliance with conditions recommended by the Environmental Quality Officer	Approval with conditions
2025/0061	<i>Highfield 30 Holman Road NR11 6BY</i>	1.5 storey rear extension, new single storey link room extension and roof (amended application to correct the direction of the elevations)	With the exception of the mislabelled elevations which have now been corrected, the objections previously raised are still retained	Pending
2025/0674	<i>Clyde Cottage 14 Cromer Road NR11 6HE</i>	Full refurbishment including internal and external alterations, incorporating new openings to the rear	Attention to be drawn to concerns about incomplete detail regarding intended remodelling work. Examples include s5.3.3 (a) – unclear as to whether walls are being stripped and whether walls are being replaced and insufficient detail of materials. Same issue with s5.4.3 (a). Regarding s5.6.1 (c) and s5.6.2 (f) are new staircases in keeping with the listed property.	Approval with Conditions
2025/0918	<i>19 Aylsham Industrial</i>	Variation of condition 2- Revised plans of original planning permission	No objections.	Pending

	<i>Estate NR11 6SS</i>	20220654- New offices and industrial units. Revised plans and elevations.		
2025/1039	<i>6 Bure Way NR11 6HL</i>	Demolition of rear conservatory and rear chimney, new roof lantern and single storey rear extension, replace render with render/insulation and install roof mounted solar panels	No objections.	Approval with conditions
2025/1004	<i>36 Holman Road NR11 6BZ</i>	Single storey side extension, single storey front extension to replace existing conservatory, replacement windows and doors and changes to the external appearance	No objections.	Approval with conditions
2025/0809	<i>11c Market Place NR11 6EH</i>	Change of use from residential property to commercial use	No objections subject to conservation advice	Approval with conditions
2025/1103	<i>The Feathers 54 Cawston Road NR11 6EB</i>	Conversion of outbuilding to games room (retrospective) FULL PLANNING PERMISSION	No objections	Pending
2025/1104	<i>The Feathers 54 Cawston Road NR11 6EB</i>	Conversion of outbuilding to games room (retrospective) LISTED BUILDING CONSENT	No objections, subject to the design and materials being in keeping and sympathetic to the original building	Pending.
2025/1180	<i>Talmin, Bure Valley Lane, NR11 6UA</i>	Rear extension and garage conversion	No objections.	Approval with conditions
2025/1067	<i>Rear Of 20 Red Lion Street Aylsham Norfolk NR11 6ER</i>	Installation of new kitchen, internal dividing walls and heating boiler to be installed	No objections	Pending

## 7. TO CONSIDER NEW APPLICATIONS

The Committee considered the following new planning applications:

<i>Reference</i>	<i>Address</i>	<i>Details</i>	<i>Committee Decision</i>
2025/1097	15 Red Lion Street NR11 6ER	Demolition of redundant outbuildings and erection of new single storey building	Application supported.
2025/1483	43 Jannys Close, NR11 6DL	Single storey front extension	No objections.
2025/1640	36 Holman Road, NR11 6BZ	Variation of condition 2- amendment to window and door configuration to the west gable elevation of consented permission 2025/1004 (which gave permission for Single storey side extension, single storey front extension to replace existing conservatory, replacement windows and doors and changes to the external appearance)	No objections.

## 8. LATEST APPLICATIONS

Applications received after the agenda was prepared.  
None received.

## 9. LARGE TOWN DEVELOPMENTS

### a. *Norwich Road Site.*

#### **To consider latest revision for play area**

The updated design was circulated to members. It was acknowledged that Norfolk Homes had worked well with Cheryl Bould over this matter to the result was a good inclusive play area design. It was **agreed** to feedback to Broadland Council, the agreement of the council over the submitted design.

Norfolk Homes has yet to contact local residents with the details of the Site Manager. Kay Montandon has chased them via email, and the Clerk has seen a representative from Norfolk Homes earlier today, and reminded them that this needs to be done.

### b. *Burgh Road.*

A positive meeting had been held with the Local Education Authority about the proposed primary school on the Burgh Road site. As a result there was confidence that the site will be retained for education provision.

The Section 106 agreement has yet to be signed off.

The Clerk will chase Steve Riley about the safety survey for Burgh Road.

It was noted that there was traffic calming planned for Burgh Road as part of the planning application.

It was suggested that there needs to be a brainstorming meeting between representatives of Aylsham Town Council, Aylsham Business Consortium, Sanders and Norfolk County Council to discuss the problem of buses in the market place.

## **10. TO NOTE ITEMS FOR INFORMATION OR FUTURE AGENDA**

No matters raised.

## **11. DATE OF NEXT MEETING**

Discussions occurred as to the feasibility of a day time meeting. It was *agreed* that the next meeting should be Thursday 10<sup>th</sup> July at 10am, subject to venue availability.

## **12. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE THE PRESS AND PUBLIC FOR THE DURATION OF ITEM 13 IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED.**

The Local Planning Authority advises that enforcement reports are for the information of the Town Council and should not be passed on, shared or published in any way.

*The Meeting was Closed to the Press and Public*

## **13. TO NOTE PLANNING ENFORCEMENT CASES FROM THE LOCAL PLANNING AUTHORITY**

The planning enforcement cases for Aylsham were circulated and *noted*.

There being no further business the meeting was closed at 7.35pm

Signed \_\_\_\_\_ Date \_\_\_\_\_