



MINUTES OF THE MEETING OF THE **PLANNING COMMITTEE
HELD AT THE TOWN HALL, ON THURSDAY 9th APRIL 2025 AT 7pm**

PRESENT: Trevor Bennett (Chair) David Anderson
Mary Evans Kay Montandon
Patrick Prekopp

ALSO PRESENT: Faye LeBon (Town Clerk)

1. TO ELECT CHAIRMAN OF THE COMMITTEE

It was *resolved* to elect Trevor Bennett as Chair.

2. TO NOTE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cheryl Bould

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

A non-pecuniary interest was noted from Mary Evans regarding application 2025/0061 due to the proximity of the property to her own.

4. TO AGREE THE MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 13th March 2025 were *agreed*.

5. INFORMATION ON MATTERS ARISING FROM THE PREVIOUS MINUTES

No matters raised.

6. TO CONSIDER FUTURE MEETING DATES

Consideration was given to the upcoming meetings. It was *agreed* that meetings should be held on 2nd Thursday of each month, commencing at 6pm. If possible, these are to be held in the Town Hall.

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

No matters raised.

8. EXISTING APPLICATIONS

Updates were received for previous applications under consideration by Broadland District Council, as follows:

Reference	Address	Details	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)	Pending
2024/3433	Shepherds Huts Green Lane Off Banningham Road	Placement of 2 shepherd huts (1 for holiday accommodation and 1 for a shower block) and change of use of land (retrospective)	Pending
2024/3764	20 - 22 Market Place NR11 6EL	Installation of 2 louvres intake and extract within top section of windows to side elevation	Pending
2025/0199	8 Church Terrace NR11 6EU	Replacement roof to lean-to shed (Norfolk pantiles to Marley Lincoln clay pantiles), with 'like for like' replacement of fascia board and gutters, together with repointing of brickwork	Withdrawn
2025/0279	26 Reeds Lane Banningham Road NR11 6LT	Single storey side and rear extensions.	Pending
2025/0316	2 Mashes Row NR11 6ST	Reconstruction of glazed porch with partially tiled roof, new glazed doors, thermal upgrade and roof lights to rear and minor alterations to internal walls and existing fenestration	Approval with Conditions
2025/0339	15 Cromer Road NR11 6HE	Proposed reconstruction of existing conservatory	Approval with Conditions
2025/0340	15 Cromer Road NR11 6HE	Proposed reconstruction of existing conservatory Listed Building Consent	Approval with Conditions
2025/0061	Highfield 30 Holman Road NR11 6BY	1.5 storey rear extension, new single storey link room extension and roof mounted solar panel arrangement	Pending (amended application to consider)
2025/0516	43 Stuart Road A NR11 6HW	Single storey front extension	Pending
2025/0657	43 Jannys Close NR11 6DL	Two storey front extension	Pending

For future agendas the response of Aylsham Town Council is to be added to the table.

9. NEW APPLICATIONS

The Committee considered the following new planning applications:.

Reference	Address	Details	Committee Decision
2025/0780	48 Drabblegate NR11 6LR	Single Storey Side Extension and Associated Alterations	No objections
2025/0654	Pen-y-clawdd 1 Bure Valley Lane NR11 6UA	Replacement dwelling	No objections, subject to compliance with conditions

			recommended by the Environmental Quality Officer
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
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.
2025/0918	<i>19 Aylsham Industrial Estate Aylsham NR11 6SS</i>	Variation of condition 2- Revised plans of original planning permission 20220654- New offices and industrial units. Revised plans and elevations.	No objections.
2025/1039	<i>6 Bure Way Aylsham 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.

10. LATEST APPLICATIONS

Applications received after the agenda was prepared.

<i>Reference</i>	<i>Address</i>	<i>Details</i>	<i>Committee Decision</i>
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.

11. LARGE TOWN DEVELOPMENTS

- a. **Norwich Road Site.** Norfolk Homes had provided a plan of the play area after recommendations were given to them by Cheryl Bould about inclusive play. In addition to the plans, an extra grass matting footpath was requested to allow access to the bench.

A dual litter and recycling bin was also requested of the developer, however Broadland Council had raised concerns about dual bins in public areas due to incorrect use. Discussions occurred as to how to encourage members of the public to take their litter home.

- b. **Burgh Road.** Kay had made contact with Hopkins Homes to ensure a dialogue can be had with the developer about progress of the development and the associated s106 agreement, although it was noted that planning permission had yet to be granted.

Mary raised that it was of paramount importance that the land on which a primary school was due to be allocated, remains allocated for educational purposes. Statistics for the need for a primary school would have to be revisited because, although there was an acknowledged drop in birth rate, there were now additional developments to consider.

Alternative options which could be considered were a school for children with special educational needs, although concerns were raised about the cost of running such a school. Also to be considered should be a technical college for students which struggle with academic subjects.

12. TO NOTE ITEMS FOR INFORMATION OR FUTURE AGENDA

No matters raised.

13. DATE OF NEXT MEETING

The date and time of the next meeting would be *Thursday 8th May at 6pm*

- 14. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE THE PRESS AND PUBLIC FOR THE DURATION OF ITEM 15 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

15. 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 8.15pm

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PREVIOUSLY CONSIDERED APPLICATIONS

<i>Reference</i>	<i>Address</i>	<i>Details</i>	<i>ATC</i>	<i>Status</i>
<u>2024/3376</u>	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
<u>2024/3433</u>	Shepherds Huts Green Lane Off Banningham Road	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
<u>2024/3764</u>	20 - 22 Market Place NR11 6EL	Installation of 2 louvres intake and extract within top section of windows to side elevation	No Objections	Pending
<u>2025/0279</u>	26 Reeds Lane Banningham Road NR11 6LT	Single storey side and rear extensions.	No Objections	Approval with conditions
<u>2025/0061</u>	Highfield 30 Holman Road Aylsham Norfolk NR11 6BY	1.5 storey rear extension, new single storey link room extension and roof mounted solar panel arrangement	Objection	Pending (amended application to consider)
<u>2025/0516</u>	43 Stuart Road NR11 6HW	Single storey front extension	Objection	Approval with conditions. LPA did not agree with objections regarding scale, massing and street scene.

<u>2025/0657</u>	<i>43 Jannys Close NR11 6DL</i>	Two storey front extension	Objection	REFUSAL (overbearing and not in keeping with street scene)
<u>2025/0780</u>	<i>48 Drabblegate NR11 6LR</i>	Single Storey Side Extension and Associated Alterations	No objections	Approval with conditions
<u>2025/0654</u>	<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	Pending
<u>2025/0061</u>	<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
<u>2025/0674</u>	<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.	Pending
<u>2025/0918</u>	<i>19 Aylsham Industrial Estate NR11 6SS</i>	Variation of condition 2- Revised plans of original planning permission 20220654- New offices and industrial units. Revised plans and elevations.	No objections.	Pending
<u>2025/1039</u>	<i>6 Bure Way NR11 6HL</i>	Demolition of rear conservatory and rear chimney, new roof lantern and single	No objections.	Pending

		storey rear extension, replace render with render/insulation and install roof mounted solar panels		
<u>2025/1004</u>	36 Holman Road NR11 6BZ	Single storey side extension, single storey front extension to replace existing conservatory, replacement windows and doors and changes to the external appearance	No objections.	Pending

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NEW APPLICATIONS

<i>Reference</i>	<i>Address</i>	<i>Details</i>
2025/0809	<i>11c Market Place NR11 6EH</i>	Change of use from residential property to commercial use
2025/1103	<i>The Feathers 54 Cawston Road NR11 6EB</i>	Conversion of outbuilding to games room (retrospective) FULL PLANNING PERMISSION
2025/1104	<i>The Feathers 54 Cawston Road NR11 6EB</i>	Conversion of outbuilding to games room (retrospective) LISTED BUILDING CONSENT
2025/1180	<i>Talmin, Bure Valley Lane, NR11 6UA</i>	Rear extension and garage conversion

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9. LARGE TOWN DEVELOPMENTS.

a. *Norwich Road site:*

To receive reports of complaints of dust and noise

The Town Council has been copied in to numerous items of correspondence regarding complaints resulting from the commencement of construction from the Norwich Road site. Most complaints have come from Copeman Road. These include:

- a) Fibreglass from the hotel demolition not being removed on a timely basis and blowing into residents' gardens.
- b) Noise of plant
- c) Vibrations from plant
- d) Excess dust being generated.
- e) Ground vibrations

Kay has corresponded with Norfolk Homes on this matter and they have advised that Broadland District Council has been in touch and as a result they will be sending correspondence to the neighbouring properties with the site manager's contact details so residents can raise any concerns directly.

The clerk has asked if there was an agreed construction management plan for this phase of the works.