



TOWN COUNCIL MEETING

Roxley Hall, Yarmouth Road, Thorpe St Andrew, NR7 0QF

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01/02/2023

Notice of Town Council Meeting

You are hereby summoned to attend the meeting of Thorpe St Andrew Town Council to be held at the Roxley Hall on 6th February 2023 at 7.30pm for the purpose of transacting the following business.

Thomas Foreman Clerk to the Council

AGENDA

- 1 Attendance book and apologies for absence.**
- 2 Declarations of interest in items on the agenda.**
- 3 To confirm the minutes of the Town Council meeting held on 16th January 2023**
- 4 Announcements (For information only)**
To receive announcements from
 - (i) The Town Mayor
 - (ii) The Clerk
- 5 Public participation –To consider a motion to suspend the meeting to allow members of the public the opportunity to address the meeting on items being considered during the meeting (limited to 3 minutes each).**
 - (i) Norfolk Constabulary
 - (ii) County and District Councillors
Report from Councillor John Ward
 - (iii) Members of the public
- 6 Events Update – Verbal Report**
- 7 Finance**
 - (i) Payment List
 - (ii) Bank Reconciliation Statement
- 8 Minutes of the Planning and Environment Committee January 2023**
- 9 Thorpe St Andrew Neighbourhood Plan – attached with presentation at meeting**
- 10 Electric Vehicle Purchase – report attached**
- 11 To Consider A Motion To Exclude Press And Public From The Meeting Under The Public Bodies (Admission To Meetings) Act 1960, As Amended By The Local Government Act 1972 ss 100 And 102 Due To The Disclosure Of Personal and Commercial Information**
- 12 Update on legal matters – Verbal report**
- 13 Staffing update – Verbal report**

Future Agenda Items. (Not for discussion)

**THORPE ST ANDREW TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
HELD ON 16TH JANUARY 2023 AT 7:30PM**

1 PRESENT:

Miss S Lawn (Town Mayor)	Mr T Garner
Mrs J Fisher	Mr M Lake
Mr J Emsell	Mr S Snelling
Ms M Friend	Mr J Ward
Mr P Berry	Mr J Fisher

APOLOGIES:

Mrs T Mancini-Boyle, Mr J Boast, Mr L Reeves, Mr C Eden, Mr F Bowe, Mr T Grant-Fordham

IN ATTENDANCE: Dr T. Foreman (Locum CEO), Mrs R McCarthy (Operational Manager and Responsible Financial Officer), Mr J Calver (Parks and Estates Supervisor), and 28 members of the public

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Mr S Snelling declared a non-fiduciary interest in item 8.
All members declared an interest in item 10.

3 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 12TH DECEMBER 2022

The minutes of the meeting held on 12th December 2022 were agreed and signed as a true record.

4 ANNOUNCEMENTS (FOR INFORMATION ONLY)

To receive announcements from

- (i) The Town Mayor- Miss S Lawn provided a detailed overview of her activities as Town Mayor throughout the month. This included attending the Thorpe St Andrew High School Christmas Carol Service, which was very well attended at Norwich Cathedral.
- (ii) The Clerk- Dr T Foreman updated the meeting his activities throughout the month, many of which appear on the agenda of this meeting.

5 PUBLIC PARTICIPATION –TO CONSIDER A MOTION TO SUSPEND THE MEETING TO ALLOW MEMBERS OF THE PUBLIC THE OPPORTUNITY TO ADDRESS THE MEETING LIMITED TO 3 MINS EACH

The Meeting was suspended following a proposal from Miss S Lawn, seconded by Mr S Snelling.

- (i) Norfolk Constabulary – The Locum CEO provided an overview of the work undertaken by the Safer Neighbourhood team over the past month. Drop-in sessions within the town were planned by the Police.
- (ii) County and District Councillors – The meeting noted to the report of Mr J Ward. Mr I Mackie spoke as County Councillor and explained his work related to improving bus services, an update on the Postwick Park and Ride, and his work as Chairman of the Thorpe St Andrew Trust. In addition, Mr I Mackie provided an overview of objections to the four planning applications on the agenda.
- (iii) Members of the public – 7 members of the public spoke in strong opposition to the four planning applications. Principle objections related to

layout, design, the lack of amenity, traffic issues, flooding problems, over development, impact on local infrastructure and services, as well as issues related to the traffic modelling and wider highway issues.

6 FINANCE

- (i) Payments List was agreed and signed as a true record.
- (ii) Bank Reconciliation Statement was agreed and signed as a true record.
- (iii) Quarterly Update – Mrs R McCarthy provided a detailed overview of the current financial position at the third quarter of the financial year. The Council welcomed the positive report, with the Council significantly underspent due to steps to reduce costs and projects in preparation of the upcoming financial year where inflationary pressures were predicted.

7 NORFOLK SEN NETWORK

The Council received correspondence from the Norfolk SEN Network. The positive work of the SEN Network was noted, however the Council wished to defer making a decision on donations until the end of the financial year.

8 EVENTS COMMITTEE UPDATE / THORPE FLYPAST

Miss S Lawn highlighted proposed changes to the Events Committee, which returned consideration of events matters to the full Town Council meeting. Miss S Lawn remarked on the great work of the members of the Committee, including the co-opted members. However, it was felt greater input from all Councillors was required, particularly following the upcoming elections in May 2023. The change would also mean the greater number of members of the public which attend the full Council meetings would be able to hear updates and contribute to plans. The proposals were welcomed by the Council, who felt the greater input from Councillors and members of the public would result in a greater understanding and input in the increasingly popular events. Miss S Lawn also provided an update on the planned flypast being arranged by Thorpe History Group with support from the Thorpe Branch of the Royal British Legion. The proposal was met with great enthusiasm, but it was felt clarity on numbers was also required.

It was proposed by Miss S Lawn, seconded by Mr J Emsell, and on a show of hands with all in favour **RESOLVED** to disband the Events and Media Committee, returning all matters to full Town Council.

It was further proposed by Miss S Lawn, seconded by Mr S Snelling and on a show of hands with all in favour **RESOLVED** to agree in principle to the proposed flypast planned for the Fitzmaurice Park on Saturday 24th June 2023.

9 GROUNDS MAINTENANCE TENDERS

Mr J Calver introduced three tenders for the sports maintenance contract. There was discussion relating to the costs, which were significantly greater than the existing contract, but the difficulties with the current service and rising costs were identified. It was proposed by Mr J Fisher, seconded by Miss S Lawn and on a show of hands with nine in favour and one abstention **RESOLVED** to appoint contactor C.

10 PLANNING APPLICATIONS

- (i) **20212060 Langley South:** Outline planning application for up to 175 dwellings (up to 22,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination
- (ii) **20212058 Pinebanks:** Outline planning application for up to 295 dwellings (up to 28,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout and scale reserved for later determination
- (iii) **20212059 Langley North:** Outline planning application for up to 105 dwellings (up to 9,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination
- (iv) **20212061 Griffin Lane:** Outline planning application for up to 150 dwellings (up to 12,000sq.m.)(Use Class C3) including dwellings classified as affordable housing, open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, highways works and all associated works and operations including but not limited to demolition, earthworks, and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination

Dr T Foreman provided an overview of the applications being considered, which are jointly promoted by the same developer. Mr J Fisher gave an introduction to the history of the applications, and identified some of the positive changes to the application, but also highlighted the significant issues which remain a concern. A number of concerns were raised by all Councillors within the meeting, which reflected issues raised during the public participation, as well as matters identified within the plans as presented.

It was proposed by Mr J Fisher, seconded by Mr P Berry and on a show of hands with all in favour **RESOLVED** that the Town Council, in its capacity as statutory consultee, retains its previous objections as they apply to these applications. In addition, the Town Council wishes to raise further objections to the revised applications as presented.

There are significant concerns related to traffic ingress/egress on Yarmouth Road, Henby Way, and Hillcrest Road. We believe that the roads impacted upon by these developments are neither designed nor maintained to a standard which makes them suitable. The arrangement of parking within the application is not appropriate and will lead to issues in traffic flow and streetscene. The traffic figures presented are unreliable, especially when compared against those of the 2013 application. There is insufficient traffic modelling, particularly related to estimated queuing at peak times and impact on the local highway infrastructure when there is an accident on nearby roads including the Postwick Interchange. The application also fails to take account of the potential changes to the Heartsease roundabout and this is a cause of concern. The Town Council also wishes to also raise concerns about rat running as a consequence of the developments and impact on surrounding roads.

The design of the proposed developments is out of keeping with the surrounding areas, this includes the number of dwellings, the proposed density, siting of the dwellings, and wider

impact therein. The drainage is insufficient and is likely to increase the chance of flooding elsewhere and there will be a significant environmental impact with insufficient information on how this proposal achieves nutrient neutrality.

There will also be a significant impact on infrastructure including medical facilities, schools, and the social infrastructure which are all currently exceeding capacity. We would also question whether the District Council can permit the developments which result in loss of school playing fields, a school swimming pool, and school cricket square without approval from the Department for Education. This loss of sporting facility, in addition to those lost through Pinebanks, is unacceptable. The original application included significant provision in excess of £1million for replacement sporting facilities and funding through s.106. It appears that this investment in replacement infrastructure has been lost and no alternatives have been brought forward. This needs to be reconsidered.

The Town Council wishes its strong objections to be taken into account when determining these applications. We would welcome a brand new application from the developers, which addresses our above concerns and can be adequately consulted upon with the wider community.

Future Agenda Items. (Not for discussion)

With no further business the meeting closed at 21.25hrs

Signed

Chairman _____

Date _____

22ND January 2022

Report from Councillor John Ward

Broadland District Council

The new BDC/SNDC HQ at the Horizon building should be handed over to us on 24th April following the £1m conversion to make it suitable to both Councils's needs. The conversion will include the replacement of the gas boilers with heat source pumps with the £800k cost of this coming from a Government grant.

BDC is pleased to support our Armed Forces Community, has signed the Armed Forces Covenant, and complies with the Covenant Duty requirements in the Armed Forces Bill 2021. This means that decisions about the development and delivery of services in healthcare, education and housing are made with conscious consideration of the armed forces community. BDC's Armed Forces Champion is Cllr Ken Kelly.

Norfolk County Council

Ofsted Inspectors have praised Norfolk's Children's Services judging the Authority as 'Good' and highlighting some exemplary and exceptional areas of practice.

Cabinet has agreed to process the Norfolk County Deal which will be worth at least £612.9m. A six week consultation on the Deal will start 6th February. Full Council will decide in Nov/Dec whether to support the change to an elected leader. If it goes ahead, an election will be held in May 2024.

Norfolk Master Composters are recruiting new volunteers. There will be a free training course on Sunday 5th February. Full details at mastercomposters@norfolk.gov.uk or ring 0344 800 8020

The Government has announced that 100 projects have been awarded a share of £2.1bn from the Levelling Up Fund. NCC has been awarded £24m for regeneration in Kings Lynn and Great Yarmouth.

Thorpe St Andrew Town Council

Guidance for Public Speaking at Full Council/Committee

Members of the public are welcome to attend any of the Town Council meetings and can speak on matters which appear on the agenda.

The full meeting of the Town Council considers a range of topics, but there are also Committees which have terms of reference to consider specific matters and either make a decision or make a recommendation to the full Town Council meeting.

The Committees are:

- Planning and Environment Committee
- Finance and Staff Committee
- Events and Media Committee

Who can speak:

- County/District Councillors (maximum 3 minutes per person or organisation)
- Police (maximum 3 minutes per person or organisation)
- Members of the Public (maximum 3 minutes per person or organisation)

Meeting Format

You will have a maximum of 3 minutes to make your point, so you will need to be concise. You will not need to repeat submissions you have already made in writing as a summary/copy of these will be included in the report or in the meeting documents.

You will be invited to speak at the appropriate point on the agenda. You may be asked questions by the Councillors once you have spoken but you will not be able to ask questions of either the Councillors or officers. If you dispute anything within the report, you should raise this with the Town Clerk or designated officer well before the meeting.

In addition, you are not permitted to circulate any papers or photographs at the meeting. If you wish them to be available to the Councillors, they must be submitted to the Town Clerk at least 3 clear days prior to the meeting date.

Constructive contributions are welcome

Everyone at the meeting is there to make sure the best decision is made, and your contribution should be heard in an atmosphere of respect. However strongly someone feels, critical comments about individuals are not acceptable. If someone is libelled, they can sue. The Town Mayor or Committee Chairman has the right to refuse to hear anyone behaving inappropriately.



THORPE ST ANDREW TOWN COUNCIL

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1074 Telephone	03/01/2023		Bank 1 Current Accou	BACS	Mobile Telephones	02	S	41.51	8.30	49.81
1074 Telephone	03/01/2023		Bank 1 Current Accou	BACS	Mobile Telephones	02	S	54.65	10.93	65.58
1019 Miscellaneous	04/01/2023		Bank 1 Current Accou	BACS	Xmas goods	Mr T Foreman	E	92.03		92.03
1014 Tree expenditure	04/01/2023		Bank 1 Current Accou	BACS	Tree Planting	Mr J Calver	S	17.14	3.44	20.58
1016 Maintenance contract	04/01/2023		Bank 1 Current Accou	BACS	Streetlighting Contract	Cozens UK Ltd	S	400.00	80.00	480.00
1017 Repairs	04/01/2023		Bank 1 Current Accou	BACS	Streetlight Repairs	Cozens UK Ltd	S	395.00	79.00	474.00
1017 Repairs	04/01/2023		Bank 1 Current Accou	BACS	Streetlight Repairs	Cozens UK Ltd	S	1,695.00	339.00	2,034.00
1018 Xmas Event	04/01/2023		Bank 1 Current Accou	BACS	Install Xmas lighting	Cozens UK Ltd	S	345.00	69.00	414.00
1021 Subscriptions	04/01/2023		Bank 1 Current Accou	BACS	Scribe Subscription	Scribe Accounts	S	950.00	190.00	1,140.00
1025 River Green	04/01/2023		Bank 1 Current Accou	BACS	Building maintenance	Trade UK	S	60.83	12.17	73.00
1023 Xmas Event	04/01/2023		Bank 1 Current Accou	BACS	Refund	Trade UK	S	-17.50	-3.50	-21.00
1024 Tools & Equipment	04/01/2023		Bank 1 Current Accou	BACS	Paint & Tools	Trade UK	S	18.32	3.66	21.98
1025 Town Hall	04/01/2023		Bank 1 Current Accou	BACS	Building maintenance	Trade UK	S	42.17	8.43	50.60
1022 Morse Pavilion	04/01/2023		Bank 1 Current Accou	BACS	Building maintenance	Trade UK	S	113.25	22.65	135.90
1026 Subscriptions	04/01/2023		Bank 1 Current Accou	BACS	Time Systems Subscription	Time Systems	S	318.40	63.68	382.08
1015 HR Costs	04/01/2023		Bank 1 Current Accou	BACS	eye test		Z	25.00		25.00
1020 Cleaning bus shelters	04/01/2023		Bank 1 Current Accou	BACS	Cleaning bus shelters	Mr R Marmoy	X	140.00		140.00
1028 Water rates	04/01/2023		Bank 1 Current Accou	BACS	Water charges - Town Hall	Wave	Z	153.60		153.60
1027 Dussindale water charges	04/01/2023		Bank 1 Current Accou	BACS	Water Charges - Dussindale Al	Wave	Z	124.67		124.67
1066 Rent and deposit	11/01/2023		Bank 1 Current Accou	BACS	Allotment Refund	R Burrige	E	50.50		50.50
1071 Electricity (Toilets)	11/01/2023		Bank 1 Current Accou	BACS	Electricity - River Green Toile	TotalEnergies Gas & Power L	L	133.44	6.68	140.12
1070 Legal charges	11/01/2023		Bank 1 Current Accou	BACS	Legal fees	Norfolk County Council	S	1,467.00	293.40	1,760.40
1065 Grounds Machinery Maintena	11/01/2023		Bank 1 Current Accou	BACS	Chainsaw Repairs	Ben Burgess	S	85.57	17.12	102.69
1065 Grounds Machinery Maintena	11/01/2023		Bank 1 Current Accou	BACS	Chainsaw Repairs	Ben Burgess	S	83.16	16.63	99.79
1065 Grounds Machinery Maintena	11/01/2023		Bank 1 Current Accou	BACS	Chainsaw Repairs	Ben Burgess	S	88.28	17.66	105.94
1064 Vehicle Maintenance	11/01/2023		Bank 1 Current Accou	BACS	Vehicle maintenance	Ben Burgess	S	104.78	20.96	125.74
1072 Play equipment maintenance	11/01/2023		Bank 1 Current Accou	BACS	Play equipment	Wicksteed	S	13,442.98	2,688.60	16,131.58
1069 Morse Pavilion	11/01/2023		Bank 1 Current Accou	BACS	Paint & Tools	Kent Blaxill	S	88.59	17.72	106.31
1068 Subscriptions	11/01/2023		Bank 1 Current Accou	BACS	GMA Subscription	Grounds Management Associ	S	164.35	10.65	175.00
1063 Photocopying	11/01/2023		Bank 1 Current Accou	BACS	Photocopying	Aurora	S	240.00	48.00	288.00
1073 Health & Safety	11/01/2023		Bank 1 Current Accou	BACS	Fire Safety Equipment	Workplace Depot	S	668.17	133.64	801.81
1054 Pension Employer	11/01/2023		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	417.04		417.04
1053 Salary	11/01/2023		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	100.78		100.78

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1059	Salary	11/01/2023		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	158.03		158.03
1060	Pension Employer	11/01/2023		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	583.48		583.48
1058	Pension Employer	11/01/2023		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	417.04		417.04
1051	Salary	11/01/2023		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	137.69		137.69
1052	Pension Employer	11/01/2023		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	508.38		508.38
1057	Salary	11/01/2023		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	100.78		100.78
1055	Salary	11/01/2023		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	98.33		98.33
1056	Pension Employer	11/01/2023		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	406.88		406.88
1061	Salary	11/01/2023		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	80.12		80.12
1062	Employers Pension	11/01/2023		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	331.52		331.52
1037	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	employers nic	HMRC	X	187.71		187.71
1036	Salary	11/01/2023		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	294.03		294.03
1045	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	employers nic	HMRC	X	230.90		230.90
1043	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	employers nic	HMRC	X	135.19		135.19
1044	Salary	11/01/2023		Bank 1 Current Accou	BACS	tax nic	HMRC	X	407.98		407.98
1038	Salary	11/01/2023		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	221.36		221.36
1050	Student Loan	11/01/2023		Bank 1 Current Accou	BACS	Student Loan	HMRC	X	39.00		39.00
1039	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	employers nic	HMRC	X	135.19		135.19
1048	Salary	11/01/2023		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	40.00		40.00
1049	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	86.02		86.02
1041	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	employers nic	HMRC	X	129.35		129.35
1047	Employers NIC	11/01/2023		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	124.21		124.21
1046	Salary	11/01/2023		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	230.41		230.41
1040	Salary	11/01/2023		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	168.08		168.08
1042	Salary	11/01/2023		Bank 1 Current Accou	BACS	tax nic	HMRC	X	179.36		179.36
1029	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,647.53		1,647.53
1030	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,415.53		1,415.53
1033	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,865.16		1,865.16
1032	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,457.53		1,457.53
1031	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,428.93		1,428.93
1034	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,427.68		1,427.68
1035	Salary	11/01/2023		Bank 1 Current Accou	BACS	January salary		X	1,261.21		1,261.21
1067	Newsletter	11/01/2023		Bank 1 Current Accou	BACS	Newsletter Design	Finch Design Company	X	200.00		200.00
1075	Fuel	13/01/2023		Bank 1 Current Accou	DD	Fuel	Fuel Genie	S	257.62	51.52	309.14

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1076	Telephone	16/01/2023		Bank 1 Current Accou	Credit Card	Microsoft Teams	Microsoft	E	22.60		22.60
1082	Vehicle lease	16/01/2023		Bank 1 Current Accou	DD	Lease payment	Bussey & Sabberton	S	360.16	72.03	432.19
1081	Stationery	16/01/2023		Bank 1 Current Accou	Credit Card	Paper	Amazon	S	27.91	5.58	33.49
1078	Grant income and expenditu	16/01/2023		Bank 1 Current Accou	Credit Card	Warm Hub	Makro	S	154.72	15.97	170.69
1080	Grant income and expenditu	16/01/2023		Bank 1 Current Accou	Credit Card	Training Course	Highspeed Training	S	40.00	8.00	48.00
1079	Grant income and expenditu	16/01/2023		Bank 1 Current Accou	Credit Card	Warm Hub	Sainsburys	X	37.50		37.50
1077	Subscriptions	16/01/2023		Bank 1 Current Accou	Credit Card	Adobe Subscription	Adobe	X	26.49		26.49
1087	Electricity	19/01/2023		Bank 1 Current Accou	BACS	Electricity - River Green	E.on	L	27.66	1.38	29.04
1089	Hillside water charges	19/01/2023		Bank 1 Current Accou	BACS	Water Charges - Hillside Allotr	Wave	E	703.53		703.53
1083	Vehicle Maintenance	19/01/2023		Bank 1 Current Accou	BACS	Gator repairs	Ben Burgess	S	22.75	4.55	27.30
1083	Vehicle Maintenance	19/01/2023		Bank 1 Current Accou	BACS	Gator repairs	Ben Burgess	S	1,089.37	217.87	1,307.24
1085	Vehicle Maintenance	19/01/2023		Bank 1 Current Accou	BACS	Avant Repairs	Ben Burgess	S	396.15	79.23	475.38
1084	Tree expenditure	19/01/2023		Bank 1 Current Accou	BACS	Chainsaw Repairs	Ben Burgess	S	18.05	3.61	21.66
1086	Roxley Hall	19/01/2023		Bank 1 Current Accou	BACS	Fire Extinguisher Service	East Fire Extinguishers & Ala	S	60.00	12.00	72.00
1086	Town Hall	19/01/2023		Bank 1 Current Accou	BACS	Fire Extinguisher Service	East Fire Extinguishers & Ala	S	251.00	50.20	301.20
1086	Morse Pavilion	19/01/2023		Bank 1 Current Accou	BACS	Fire Extinguisher Service	East Fire Extinguishers & Ala	S	271.00	54.20	325.20
1088	Energy charge	19/01/2023		Bank 1 Current Accou	BACS	Electricity - Streetlights	TotalEnergies Gas & Power L	S	4,640.09	928.02	5,568.11
1090	Cafe	19/01/2023		Bank 1 Current Accou	BACS	Electrical work - Cafe	C R Wilson	X	70.00		70.00
1091	Gas	23/01/2023		Bank 1 Current Accou	DD	Gas - Morse Pavilion	SSE	S	303.53	60.70	364.23
1092	Electricity	23/01/2023		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	S	386.31	77.26	463.57
1093	Telephone	24/01/2023		Bank 1 Current Accou	DD	Barrier line rental	Wireless Logic Ltd	S	4.00	0.80	4.80
1095	Vehicle Maintenance	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	S	9.99	2.00	11.99
1095	Additional Events	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	S	6.67	1.33	8.00
1094	Telephone	24/01/2023		Bank 1 Current Accou	DD	Mobile Phones - Parks & Estat	Three	S	11.67	2.33	14.00
1094	Telephone	24/01/2023		Bank 1 Current Accou	DD	Mobile Phones - Parks & Estat	Three	S	23.33	4.67	28.00
1095	Xmas Event	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	X	10.00		10.00
1095	Postage	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	Z	25.84		25.84
1095	Grant income and expenditu	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	Z	1.49		1.49
1095	Health & Safety	24/01/2023		Bank 1 Current Accou	BACS	Miscellaneous	Rachel McCarthy - Petty Cast	X	6.00		6.00
1106	Telephone	26/01/2023		Bank 1 Current Accou	DD	Telephone - Morse Pavilion	Talk Talk	S	52.45	10.49	62.94
1097	Vehicle Maintenance	26/01/2023		Bank 1 Current Accou	BACS	Machinery Maintenance	Ben Burgess	S	12.49	2.50	14.99
1099	Asset replacement	26/01/2023		Bank 1 Current Accou	BACS	Chainsaw	Ben Burgess	S	645.00	129.00	774.00
1097	Tree expenditure	26/01/2023		Bank 1 Current Accou	BACS	Machinery Maintenance	Ben Burgess	S	37.66	7.53	45.19
1098	Tree expenditure	26/01/2023		Bank 1 Current Accou	BACS	Machinery Maintenance	Ben Burgess	S	80.95	16.19	97.14
1102	Morse Pavilion	26/01/2023		Bank 1 Current Accou	BACS	Plumbing	M D Thompson	S	9.61	1.92	11.53

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1101	Park maintenance	26/01/2023		Bank 1 Current Accou	BACS	Signage	G Sign	S	74.25	14.85	89.10
1101	Park maintenance	26/01/2023		Bank 1 Current Accou	BACS	Signage	G Sign	S	194.58	38.92	233.50
1100	Projects	26/01/2023		Bank 1 Current Accou	BACS	Ground Works	GDC Landscapes	S	3,295.00	659.00	3,954.00
1100	River Green maintenance	26/01/2023		Bank 1 Current Accou	BACS	Ground Works	GDC Landscapes	S	9,020.00	1,804.00	10,824.00
1103	Town Hall Loan	26/01/2023		Bank 1 Current Accou	BACS	Loan Payment	Public Works Loan Board	Z	1,919.48		1,919.48
1096	Salary	26/01/2023		Bank 1 Current Accou	BACS	Notice Payment		Z	1,428.73		1,428.73
1105	River Green maintenance	26/01/2023		Bank 1 Current Accou	BACS	Ground Works	Trade UK	X	124.40		124.40
1104	Miscellaneous	26/01/2023		Bank 1 Current Accou	BACS	Building Improvements	Reynolds Property Maintenanar	X	562.44		562.44
1107	Bank charges	27/01/2023		Bank 1 Current Accou	DD	Bank charges	Lloyds Bank	E	8.70		8.70
1108	Electricity	30/01/2023		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	L	221.06	11.05	232.11
1109	Wheeled/litter/dog bins	30/01/2023		Bank 1 Deposit Accou	DD	Commercial Waste	Veolia	S	187.40	37.48	224.88
1109	Wheeled/litter/dog bins	30/01/2023		Bank 1 Deposit Accou	DD	Commercial Waste	Veolia	S	141.38	28.28	169.66
Total									65,519.33	8,572.28	74,091.61

Thorpe St Andrew Town Council

Prepared by: Rachel McCarthy (RFO) Date: 01/02/23
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/01/2023			
	Cash in Hand 01/04/2022		373,343.07
	ADD Receipts 01/04/2022 - 31/01/2023		798,897.49
			1,172,240.56
	SUBTRACT Payments 01/04/2022 - 31/01/2023		678,793.76
A	Cash in Hand 31/01/2023 (per Cash Book)		493,446.80
Cash in hand per Bank Statements			
	Petty Cash	31/01/2023	0.00
	Bank 2 Capital Account	31/01/2023	55,360.72
	Bank 1 Deposit Account	31/01/2023	426,947.92
	Bank 1 Current Account	31/01/2023	11,138.16
			493,446.80
	Less unrepresented payments		493,446.80
	Plus unrepresented receipts		
B	Adjusted Bank Balance		493,446.80
A = B Checks out OK			

THORPE ST ANDREW TOWN COUNCIL
MINUTES OF THE PLANNING AND ENVIRONMENT COMMITTEE
MEETING
HELD ON 23rd JANUARY 2023

PRESENT: Mr J Fisher (Chairman) Mr P Berry
Miss S Lawn Mrs J Fisher
Mr S Snelling Mr T Garner
Ms M Friend

1. In Attendance: Dr T Foreman (Locum CEO, remotely), nine members of the public, 3 members of the public remotely.

Apologies for Absence: None

2. Declarations of Interest: Mr S Snelling declared a non-fiduciary interest in application 227 Thunder Lane, 148A Thunder Lane, and all Councillors declared a non-fiduciary interest in 11 Eastern Close and the Broads Authority applications.

3. Minutes of meeting held on 14th November 2022

The minutes of the meeting held on 14th November 2022 were signed and approved as a true record.

4. Planning Items Raised by Residents-

Seven members of the public spoke on matters related to the agenda.

5. Planning Applications

20221986 7 St Andrews Avenue

Re-roof & relay hip/ridge tiles using different type & colour of tile (retrospective) (SS)

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

20222019 7 Turnham Green

Ground floor and first floor extension to rear and first floor extension over garage (JF)

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

20222052 The Folly, 151A Yarmouth Rd

First floor rear extension (SL)

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

20222051 Gordon Public, 88 Gordon Av

Variation of condition 2 (changes to approved drawings) & condition 5 (boundary treatment) to change wall to fencing of planning permission 20201685 (SS)

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

20222061 Land adj to 10 Laundry Close

Erection of bungalow (JF)

The Town Council, in its capacity as statutory consultee, wishes to raise strong objections. The Council retains its previous objections related to this site, and those observations of the planning inspector in refusing permission previously. The proposals would have a significant impact on trees, increase the likelihood of flooding, and impact neighbours through overdevelopment and increased pressure on the highway.

20222035 Broadland Business Park

Change of use of the warehouse at Plot L1 from its approved Old Chapel Way, Postwick use as a former data centre (Class B8) to a food processing storage and distribution factory (Class B2) along with changes to the existing building, introduction of ingredient silos and other associated works (SL)

The Town Council, in its capacity as statutory consultee, wishes to raise no objection in principle. However, the Council is concerned about the impact on the surrounding residential area from the noise and smell arising from the building use. We would therefore request the planning authority consider these factors carefully in reaching a determination, in particular the new windows and doors being proposed.

**20230001 25 Spinney Road
Works to TPO Trees (JF)**

The Town Council, in its capacity as statutory consultee, has no objection in principle but would support any observations of the tree officer.

**20230003 62 Gordon Avenue
Remove existing garage. New rear extension. New detached garage. Internal alterations to allow for disabled living for a child with Type 1 spinal atrophy (MF)**

The Town Council, in its capacity as statutory consultee, wishes to raise no objection in principle to the extension. However, it has concerns relating to the position of the garage. The garage would not be accessible by vehicle and the Council believes it may be used for an alternative purpose. It also sits abutting the neighbouring property and the weight of the building would apply pressure to an embankment.

**20230059 90 Gordon Avenue
Single storey rear extension and alterations (SS)**

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

**20230071 4 Laurel Road
Single storey front & side extension (JF)**

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

**BA/2022/
0491/COND 34 Yarmouth Road
Amended apartment & balcony layout, variation of condition 2 of permission (JF)**

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

**BLD26737 Woodside Road
Proposed Radio Base Station Installation (Clarke Telecom) (JF)**

The Town Council, in its capacity as statutory consultee, wishes to raise no objection.

7. Enforcement Notices (Confidential Matters)

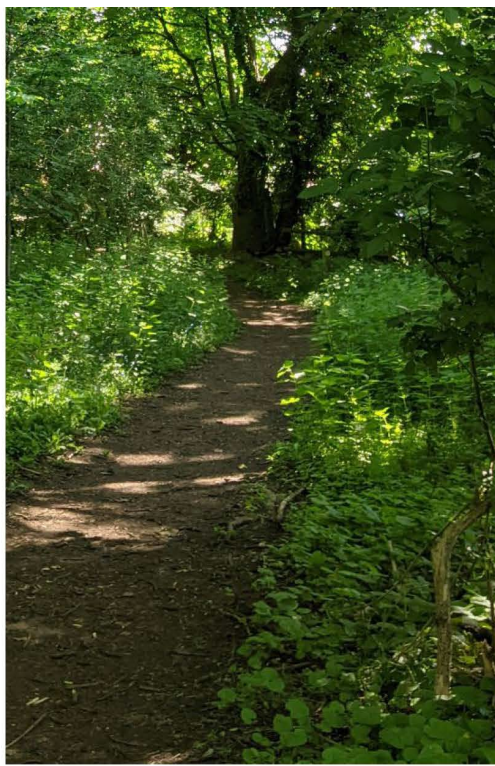
Noted.

Information Only
Confidential- Enforcement Notices
Noted

Meeting closed at 21.00hrs

Signed:

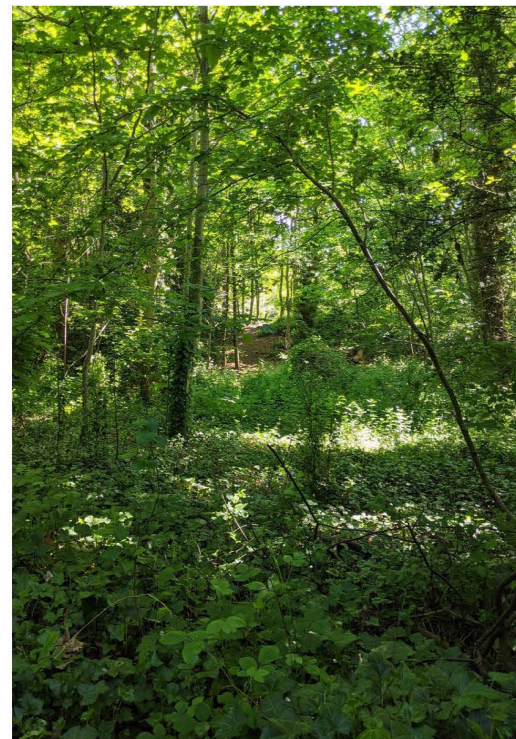
Dated:



Thorpe St Andrew Town Council Neighbourhood Development Plan 2018 - 2038 (Regulation 16 Submission Draft)



THORPE ST ANDREW TOWN COUNCIL



Contents

1. Introduction	4
2. Thorpe St Andrew NDP – The Preparation Process.....	7
Getting this far	7
What next?.....	8
3. Thorpe St Andrew: Background	9
4. Thorpe St Andrew NDP: The Vision	11
5. Thorpe St Andrew NDP: Objectives.....	12
a) Natural Environment Objective.....	12
b) Housing Objective.....	12
c) Transportation Objective.....	12
d) Economic Objective.....	12
e) Community Facilities Objective.....	12
f) Historic Environment Objective.....	12
6. Thorpe St Andrew NDP: Neighbourhood-wide Policies.....	13
7. Policy 1 - Protecting and Enhancing the Natural Environment.....	14
Policy 1 Intention.....	14
Policy 1 Justification	14
8. Policy 2 - Creating a strong Sense of Place	17
Policy 2 Intention.....	18
Policy 2 Justification	18
9. Policy 3 - Connectivity and Ensuring Adequate Car Parking	19
Policy 3 Intention.....	19
Policy 3 Justification	19
10. Policy 4 - Protecting Resident Amenity.....	21
Policy 4 Intention.....	21
Policy 4 Justification	21
Broadland Development Management DPD 2015, Policy GC4Broads Local Plan 2019, Policy DM21.....	22
11. Policy 5 – Residential Mooring	23
Policy 5 Intention.....	23
Policy 5 Justification	23
12. Policy 6 – Promoting and Protecting Employment	24
Policy 6 Intention.....	24
Policy 6 Justification	24
Policy 6 North Employment Area Map	
Policy 6 South Employment Area Map	
Policy 6 East Employment Area Map	
13. Policy 7 – Retaining and Creating Community Facilities.....	26
Policy 7 Intention.....	26

Policy 7 Justification	26
14. Policy 8 – Protecting the Historic Environment.....	28
Policy 8 Intention.....	28
Policy 8 Justification	28
15. Thorpe St Andrew NDP: Project – Improving Car Parking.....	29
Neighbourhood Plan Project Area Map	
16. Implementation and Monitoring	
17. Glossary & Abbreviations	31
Appendix A Thorpe St Andrew Character Statement	32
Map of Character Area South	
Map of Character Area North	
Map of Character Area East	
Appendix B: Historic Assets - Designated and Non Designated	

1. Introduction

1.1 This document is the Submission Version of the Thorpe St Andrew Neighbourhood Development Plan (NDP). It presents the Vision and Objectives for Thorpe St Andrew over the NDP period to 2038 and presents planning policies which seek to enable delivery of this Vision and these Objectives.

1.2 This Neighbourhood Plan builds on the National Planning Policy Framework (NPPF) and the adopted Development Plan for Thorpe St Andrew, which includes the documents making up the Broadland District Council Local Plan and the Broads Authority Local Plan. It also anticipates the emerging Greater Norwich Local Plan (GNLP) which will replace the Adopted Joint Core Strategy.. The Thorpe St Andrew NDP has been developed to ensure that future growth and development throughout the town is guided by the local community, and gives an extra level of detail at the local level.

1.3 The Development Plan for each of the Local Planning Authorities is made up as follows:

Broadland:

- Adopted Joint Core Strategy 2011
- Broadland Development Management Development Plan Documents 2015
- Broadland Site Allocations Development Plan Document 2016
- Growth Triangle Area Action Plan 2016

Broads Authority:

- Broads Local Plan 2019

1.4 The plan period of the Thorpe St Andrew NDP runs in tandem with the emerging Local Plan, which runs to 2038. It is appropriate that it should have the same end period and therefore it will be reviewed before the end date of the Plan. The Town Council may however deem it necessary to update the NDP at an earlier date if circumstances warrant any earlier review.

1.5 This document is supported by a number of other documents and background information which are referred to throughout. A glossary and abbreviations section are included at the back of this document for reference (Section 17).

1.6 Thorpe St Andrew NDP applies to the area that is administered by Thorpe St Andrew Town Council, covering the civil parish boundary of Thorpe St Andrew, and as shown in Figure 1.

1.7 Thorpe St Andrew is the administrative headquarters of Broadland District Council. Both Broadland District Council and the Broads Authority are the Local Planning Authorities for the parish.

1.8 The community of Thorpe St Andrew has decided to develop an NDP in order to:

- Identify potential for development.
- Inform the types of housing and development needed in the town. This includes:
 - The size and style of houses
 - The footprint to amenity ratio
 - Adequate number of car parking spaces
 - Provide greater local detail to the design guide issued by Broadland District Council
- Ensuring the protection of open spaces for the town
- Improving sustainable transport, traffic conditions and highways
- Having an impact on social spaces
- Protecting the culture and identity of Thorpe St Andrew, with a special interest in the river frontage

1.9 Once finalised and adopted by Broadland District Council (BDC) and the Broads Authority (BA), the planning policies presented in this NDP seek to positively plan for the future of Thorpe St Andrew and will be used and acted upon by BDC and BA planning officers, landowners and developers through the development process; providing clarity on the community's needs and aspirations.

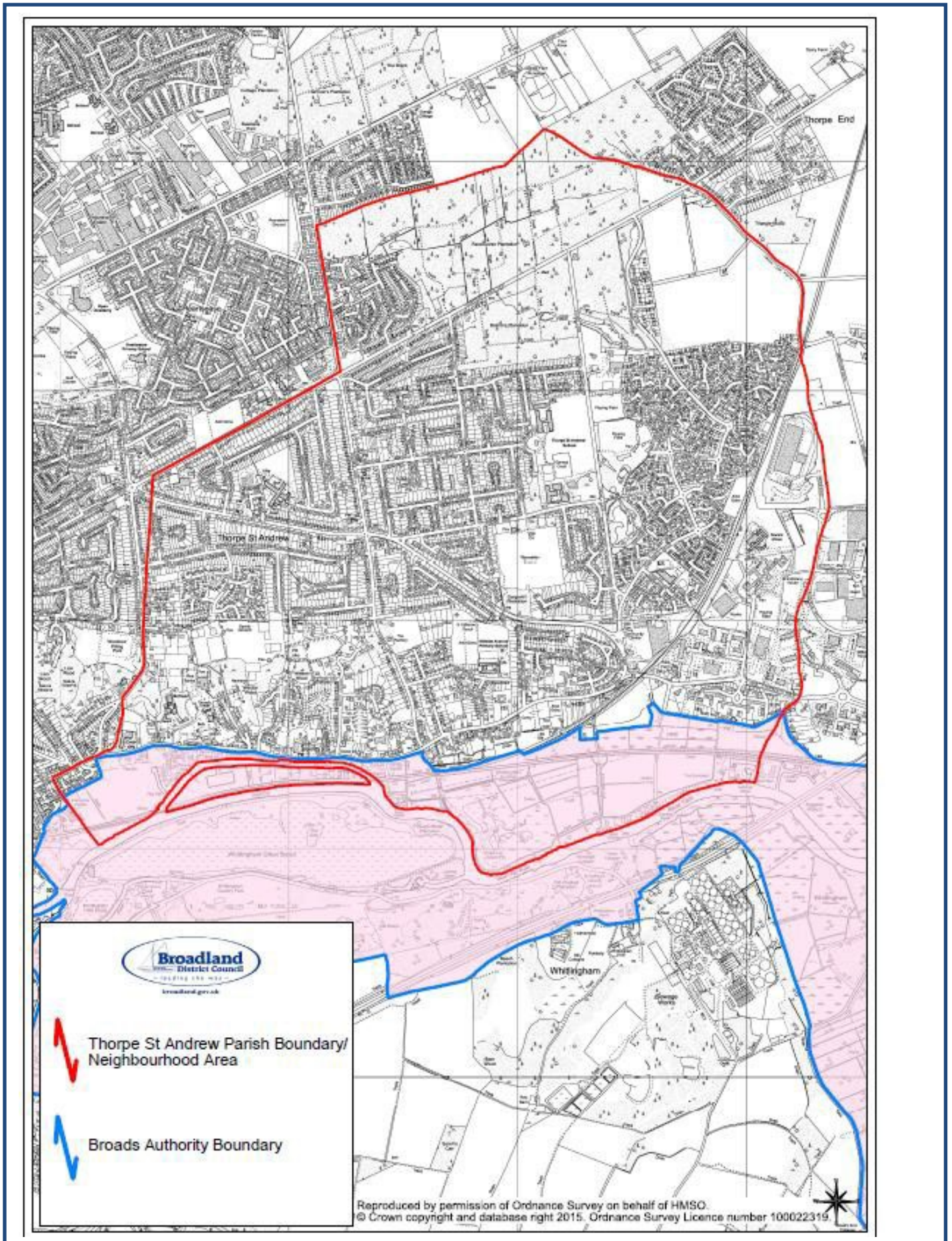


Figure 1: Designated NDP Area for Thorpe St Andrew NDP.

2. Thorpe St Andrew NDP – The Preparation Process

Getting this far

2.1. The preparation of the NDP has been led by the Thorpe St Andrew NDP Working Group.

This group comprises of four Town Councillors, a representative from Thorpe History Group and two local residents. One of whom is a local business owner, the other a chartered town planner acting in a voluntary capacity. The workinggroup is assisted by the Town Clerk, Dr Thomas Foreman and has administrative support by a committee officer.

2.2. The preparation of this NDP has been informed throughout by a comprehensive programme of consultation. Consultations have taken place over the last two years.

These have included:

- Newsletters, published at least twice a year to all households in Thorpe St Andrew
- Posters; across 15 locations
- Events; attendance at well attended local events, such as each St George’s Day, Church Fetes, Summer Fetes and Christmas Events
- It was suggested to create a dedicated site; however the Town Council website is widely known in the local area, and therefore would be widely recognised and remembered by residents wanting more information on the NDP
- Facebook and Twitter posts
- Public Meetings; arranged and widely publicised.
- Embedded ‘Neighbourhood Plan’ promotional pop-ups on the Town Council website
- Formal public consultation on the Regulation 14 draft Neighbourhood Plan between June and August 2021.

2.3. All consultations have been summarized in the ‘Consultation Statement’, as required by the formal NDP legislative requirements.

2.4. The outcomes of the various consultations have highlighted the key priorities of:

- Housing Design
 - i. Availability of more individual plots, opposed to large developments
 - ii. Retain the character of the town
 - a. Southern Thorpe and the conservation area
 - b. Northern Thorpe
 - c. Dussindale
- Leisure and Recreation
 - i. Identify and increase services and infrastructure in line with new developments
 - ii. Achieve enhanced community facilities
- Transport
 - i. Improve and increase public transport options
 - ii. Improve traffic flow with new developments
- Environment
 - i. Protect open spaces; specifically, woodland areas and River Green
 - ii. Identify and retain employment areas in sustainable locations

What next?

- 2.5. Following submission of this draft plan to Broadland District Council and the Broads Authority for their consideration it will be consulted on before being sent to an independent examiner (mutually agreed by Broadland District Council, the Broads Authority and Thorpe St Andrew Town Council) who will check the NDP to ensure it conforms with the 'Basic Conditions' of Neighbourhood Planning¹. At that stage, the independent examiner may recommend that the NDP is amended before continuing to the referendum stage or recommend that the NDP continue straight to the referendum stage as is.
- 2.6. If approved, by both Local Planning Authorities, the NDP will be subject to a referendum, in order to gauge community support. The NDP will only be adopted by Broadland District Council and the Broads Authority if the majority of those voting in the referendum support it.
- 2.7. Once adopted, the Neighbourhood Plan will become part of the statutory Development Plan, meaning that the policies contained within the Thorpe St Andrew NDP will have to be taken into consideration when planning officers determine future planning applications within the parish.

¹ Basic condition for neighbourhood planning – <https://www.gov.uk/government/get-involved/take-part/make-a-neighbourhood-plan>

3. Thorpe St Andrew: Background

- 3.1 Thorpe St Andrew is a town and civil parish in the Broadland district of Norfolk, England. It is situated on the River Yare, two miles east of the centre of Norwich, and is outside the boundary of the city. The civil parish has an area of 708 ha (1,750 acres) and had a population of 14,556 at the 2011 census;[1] this was an increase from the 2001 figure of 13,762.
- 3.2 The settlement of Thorpe St Andrew has historically been separate to the city of Norwich and to this day the administration remains so. Thorpe St. Andrew is a town, independent of the City and falls under the jurisdiction of Broadland District Council. The civil parish boundary runs north along - or just east of - Harvey Lane, then east along Plumstead Road, north along Woodside Road and then again eastwards to include Racecourse Plantation. It then runs south a little to the west of Thorpe End to meet the River Yare to the east of the former St. Andrew’s Hospital. The southern boundary is the river itself.
- 3.3 The historic village is the linear settlement along Yarmouth Road, hemmed in between the river to the south and a steeply wooded slope to the north. The rest of the parish to the north was originally part of the then much more extensive, Mousehold Heath. Today the eastern part of this area, either side of Plumstead Road, remains as open space, though wooded rather than heathland. The rest has been developed for residential use since the Second World War, most recently at Dussindale.
- 3.4 The importance of the river to the setting of Thorpe St. Andrew cannot be overestimated. This is most obvious where road and river run close together, which forms much of the Broads Authority executive area within the town. West of the Green the historically significant buildings face the river and are best seen from the river. The steep wooded slopes to the north of the historic settlement are the setting of School Lane and Chapel Lane and of a number of large houses (now in commercial use). They are also the essential backdrop to the settlement as a whole; best appreciated from the river. The Conservation Area is confined to the historic settlement together with the wooded slopes immediately to the north.
- 3.5 The 2011 census population of 14,556 is broken down in age profile in the town is as follows:-

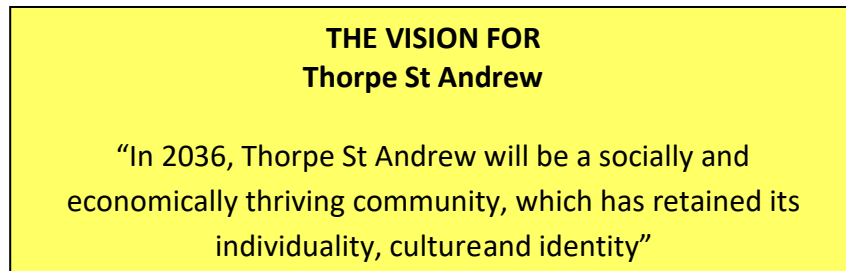
South East ward	
Age (years)	Population percentage (%)
0-19	24.98
20-64	60.42
65 and above	14.6

North West ward	
Age (years)	Population percentage (%)
0-19	19.92
20-64	53.58
65 and above	26.5

- 3.6 The figures show that the age profile of the North West ward is generally older. However, the 2012 'Leisure Needs Assessment' for Broadland and Thorpe St Andrew projects that by 2030 the demographic profile is expected to shift. The Assessment concludes that "there is a relatively large population of young people living within Thorpe St Andrew. Whilst Broadland overall has a relatively old and ageing population, Thorpe St Andrew and other areas in the south of Broadland which border Norwich are home to the largest proportion of young people and this should be considered in planning suitable facilities for sport and physical activity".
- 3.7 There are numerous leisure facilities, groups and organisations including the County Arts indoor and outdoor bowling club on Plumstead Road. There is a significant retail area off Dussindale Drive which takes the form of a neighbourhood centre and hosts a significant Sainsbury's, Argos, Lloyds Pharmacy, petrol station, community centre and the Town Council offices. Other areas of retail include parades of shops, cafes and other hospitality at Thorpe Road (River Green), Yarmouth Road and Plumstead Road.
- 3.8 The local high school is [Thorpe St Andrew High School](#); it was established in its present form in 1977. The high school is fed by several small primary schools from the local villages along with 3 large primary schools within Thorpe St Andrew. These schools are Dussindale, St Williams and Hillside.
- 3.9 In recent years, Thorpe St Andrew has expanded eastwards in the shape of the Dussindale housing development, which includes Dussindale Primary School, which opened in 2007 and Broadland business park.
- 3.10 The Broadland Business Park is a large employment development located to the east of the parish adjacent to the A47 and the Northern Distributor Road (Broadland Northway) . The Business Park is home to a mix of business and commercial uses including some retail and prominent firms located here include Bannatynes Health Club and Spa, Startrite shoes, Yodel, Bertram Book, Premier Inn, Menzies Distribution, Royal Bank of Scotland, Costa Coffee and the Horizon Business centre.
- 3.11 Thorpe lies on the River Yare which is part of the Broads Authority network of navigable rivers. Thorpe Green is on the main Yarmouth Road and gives access to the river with the opposite bank being an island after the creation of the new cut which allowed vessels to make their way to and from the city of Norwich without traversing the town via two low bridges that carry the railway to Great Yarmouth, Lowestoft, Cromer and Sheringham. The only operating boat yards in Thorpe are now towards the east of the town where there are two hire boat operators as well as private facilities and boat building operations.

4. Thorpe St Andrew NDP: The Vision

4.1 The vision for the Thorpe St Andrew is as follows:



4.2 In order to achieve this vision a number of ‘objectives’ are set and then, in turn, in order to achieve these objectives, a number of policies have been developed. It is these policies that will have to be taken into consideration when planning officers determine future planning applications, thereby helping to turn the aspirations of the NDP into a reality. The way the vision, objectives and policies link together is illustrated in Figure 2.

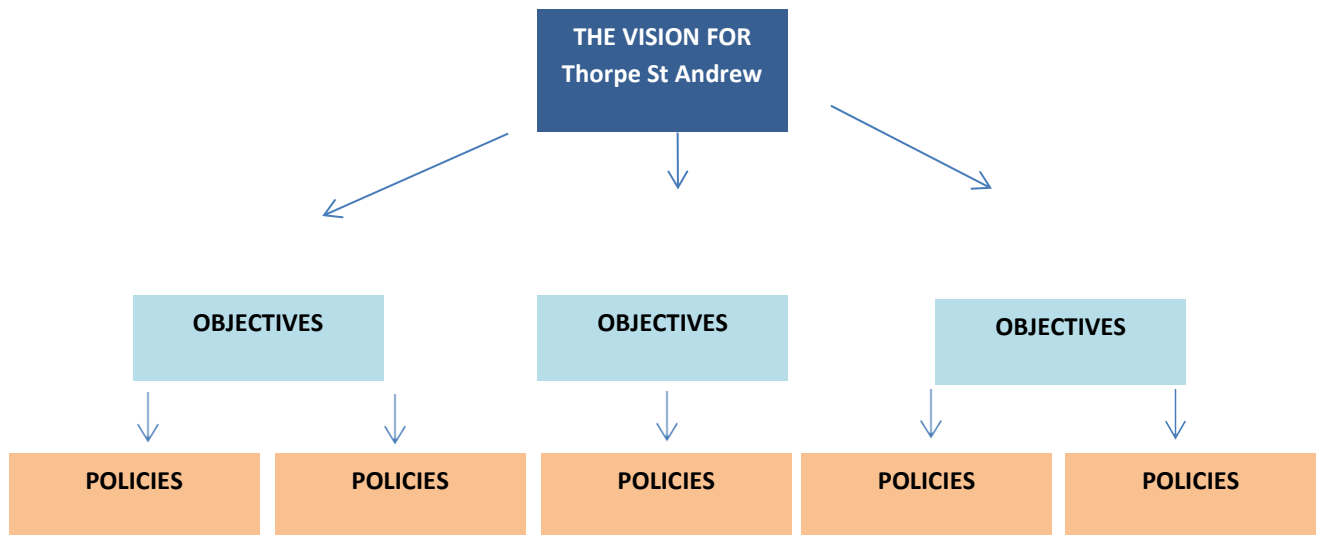


Figure 2: Thorpe St Andrew NDP: Links between Vision, Objectives and Policies

5. Thorpe St Andrew NDP: Objectives

The objectives of the Thorpe St Andrew NDP are as follows:

a) Natural Environment Objective.

To protect and enhance the natural landscape of the town, including key landscapes, natural habitats and areas with nature conservation value.

b) Housing Objective.

To promote well designed housing, protecting the amenity of those who live and work in Thorpe St Andrew

c) Economic Objective.

To promote economic growth and safeguard existing employment sites, which will encourage more money to remain within the community and prevent the need for long commuting.

d) Transportation Objective.

To strengthen the provision of public and sustainable transport options, while ensuring future development includes sufficient provision for private cars

e) Community Facilities Objective.

To provide for the health, education and leisure needs of the community, with readily accessible facilities.

f) Historic Environment Objective

To protect, enhance and strengthen the character and appearance of the conservation area and the historic buildings of Thorpe St Andrew

6. Thorpe St Andrew NDP: Neighbourhood-wide Policies

6.1 Thorpe St Andrew NDP sets out eight policies and one project in order to help achieve the objectives and the vision for the area. Table 1 illustrates how each policy contributes to each objective.

Thorpe St Andrew NDP POLICIES	Thorpe St Andrew NDP OBJECTIVES					
	Objective A	Objective B	Objective C	Objective D	Objective E	Objective F
	Natural Environment	Housing	Transportation	Employment	Community Facilities	Historic Protection
Policy 1: Protecting and Enhancing the Natural Environment	✓	✓			✓	✓
Policy 2: Creating a Strong Sense of Place	✓	✓		✓	✓	✓
Policy 3: Connectivity and ensuring adequate car parking		✓	✓	✓	✓	✓
Policy 4: Protecting residential amenity	✓	✓				✓
Policy 5: Residential Mooring	✓	✓	✓			✓
Policy 6: Promoting and protecting employment		✓	✓	✓		
Policy 7: Retaining and creating community facilities		✓	✓		✓	
Policy 8: Protecting the Historic Environment	✓					✓
Project: Improving car parking	✓	✓	✓		✓	✓

Table 1: Thorpe St Andrew NDP: Links between Policies and Objectives

7. Policy 1 - Protecting and Enhancing the Natural Environment

Thorpe St Andrew NDP Policy 1: Protecting and Enhancing the Natural Environment

Development should minimise the disruption of habitats and seek to conserve and enhance existing environmentally important sites, for their openness, their undeveloped character and/or their geodiversity or biodiversity value, this includes County Wildlife Sites, Local Nature Reserves and sites of Geodiversity Value. Development in areas of local importance (listed below) including valued green and open spaces should only be permitted where it is consistent with the relevant designation of the site.

The areas marked with an asterisk * below are proposed as Local Green Spaces . The consideration of proposals for development in these areas should be consistent with those for managing Green Belt.

This includes:

- 1) Racecourse Plantation (County Wildlife Site)
- 2) Brown's Plantation*
- 3) Belmore Plantation*
- 4) Thorpe Island (Broads Authority Executive Area, Open Space in the BLP and Tree Preservation Order)
- 5) Cary's Meadow* (Broads Authority Executive Area)
- 6) River Green* (Broads Authority Executive Area)
- 7) Sir George Morse Park*
- 8) Gargle Hill Woodland
- 9) Fitzmaurice Park*
- 10) Laundry Lane Tree Plantation*
- 11) Weston Pits* (County Geodiversity Site)
- 12) Townpit Plantation* (Candidate County Geodiversity Site)
- 13) Chapel Lane Pit/South Avenue Dell* (Candidate County Geodiversity Site)
- 14) Thorpe Marshes/St Andrew Broad (Broads Authority Executive Area and Local Nature Reserve))
- 15) Thorpe Ridge*(Candidate County Geodiversity Site and Ancient Woodland)
- 16) Weston Wood*

Policy 1 Intention

7.1 The Thorpe St Andrew natural environment will be protected, and opportunities will be sought for its maintenance and enhancement, increasing the benefits for residents and wildlife.

Policy 1 Justification

7.2 Thorpe St Andrew has many natural environmental features, from wooded parks to open grassy meadows and fields. The wildlife is numerous and varied, ranging from insects to large mammals such as deer and foxes. The town has a higher than average tree cover, containing significant areas of woodland and retaining good specimens of individual trees. Some of these remain from the original woodland which was once extensive, and some from field and boundary trees. The abundance of street and mature garden trees gives Thorpe St Andrew its special character.

7.3 The areas listed in the policy above form a range of types of habitat. Some benefit from formal designations which reflect their biodiversity, landscape or geodiversity value. A number of spaces are proposed as Local Green Spaces and these have been assessed against the criteria in paragraph 100 of the NPPF 2021. These assessments can be found in Appendix X

7.4 Many of these trees are subject to Tree Preservation Orders (TPO's) and some fall within the conservation area. The main areas of significant woodland in Thorpe St Andrew are:

- Gargle Hill Woods
- Laundry Lane Tree Plantation
- Racecourse, Belmore and Brown's Plantation
- Thorpe Island

7.5 There are a number of dells, pits, and marshes within the town which are also features of its character and identity, these include:

- Weston Pits
- Tower Hill Pit
- Chapel Lane Pit / South Avenue Dell
- Thorpe Marshes/St Andrews Broad
- Cary's Meadow

7.6 There are several public rights of way within Thorpe St Andrew that pass through or adjacent to areas identified in the Neighbourhood Plan as draft plan as locally important sites. These are:

- Footpath 3 - Thorpe Marshes/St Andrew Broad (14)
- Footpath 5 - Thorpe Marshes/St Andrew Broad (14)
- Footpath 6 - Weston Pits (11) and Weston Wood (16)
- Footpath 7 - Thorpe Ridge (15)

The policy seeks to recognising these areas for their historic character, intrinsic landscape value and green corridor function in addition to their recreation and travel value .

7.7 In addition to factual evidence, public consultation feedback has indicated that this shall be a fundamental policy of the Thorpe St Andrew NDP. It is seen as a policy which will protect and preserve the environmentally important green open spaces in Thorpe St Andrew. This is evidenced by 82.84% of respondents stating specific areas of Thorpe St Andrew need protecting, specifically woodland, River Green, and general open spaces. During consultation events, local people highlighted these areas on a map when identifying areas for no development, requiring protection.

7.8 River Green is designated as open space within Policy TSA5: River Green Open Space within the Broads Local Plan 2019, with Cary's Meadow identified as an area to be conserved and

enhanced for its contribution to landscape, wildlife, and recreation in Policy TSA1: Cary's Meadow. In addition the Growth Triangle Area Action Plan (GTAAP), contains GT2 which identifies the primary Green Infrastructure corridor within the area which a number of the spaces identified in the Policy 1 above.

7.8

References:

- National Planning Policy Framework (NPPF) July 2021 – Department for Housing , Levelling up and Communities (DHLUC)
- Joint Core Strategy for Broadland, Norwich and South Norfolk
2016 Growth Triangle Area Action Plan 2016
- North-East Green Infrastructure Strategy
2016 Broads Local Plan 2019
- The GNLP Green Infrastructure Strategy
2020
- The Greater Norwich Infrastructure Plan
(GNIP)

INSERT NEW MAP

8. Policy 2 - Creating a strong Sense of Place

Thorpe St Andrew NDP Policy 2: Creating a strong Sense of Place

New development will be well-designed to complement the character of the area of Thorpe St Andrew in which it is to be located and reflect its local distinctiveness as set out in the accompanying Thorpe St Andrew character statement(Appendix A).

In particular, development should respect the sensitivities of the following locally important landscape areas:

- 1) The area to the east of the settlement, in which there is a transition from the urban to the rural, and which acts as a 'gateway' to the city and to the Broads.
- 2) The Thorpe Ridge landscape and the riverside character of the southern area of the settlement.
- 3) The Thorpe St Andrew conservation area

In addition, and to ensure the creation of a strong sense of place, development is encouraged to:

- a) Respect the existing settlement pattern and scale in order to preserve its character
- b) Integrate with existing paths, streets and other connections as well as natural features such as tree groups, hedgerows and public rights of way
- c) Reinforce the established character of streets, greens and spaces
- d) Be orientated to maximise solar gain, daylight and sunlight
- e) Use contextually appropriate high-quality materials including sustainable and traditional materials
- f) Use a range of boundary treatments including walling, hedging and new tree planting which reinforce the character of the area and ensure that development edges are visually attractive
- g) include measures which will help to offset or mitigate climate change whilst minimising visual impact
- h) Use sustainable drainage systems to protect against pollution, provide drainage and wider amenity, recreational and biodiversity benefits.
- i) Avoid the use of hard-standings and encourage the use of loose and porous surfaces e.g. for driveways to help manage surface water and drainage
- j) conform to the principles of Secured by Design to help create safe spaces and neighbourhoods

Policy 2 Intention

8.1 To promote good and appropriate design which is sympathetic to the character of the town.

Policy 2 Justification

8.2 Thorpe St Andrew has three principle areas of development, from the conservation area which tracks along Yarmouth Road to the south, housing dating from the 1930's to the north, and the more recent housing to the east around the Dussindale and St Andrews Park residential areas.

8.3 From the public consultation, there was an 82.87% majority wanting new development to be sympathetic to the character of Thorpe St Andrew. Typical comments referred to keeping design inline with existing development, inclusion of historic materials such as flint and a variety of mix and styles, like those found on Dussindale. There was also reference to smaller scale developments, featuring large gardens, which reflects the type of development found on Yarmouth Road.

8.4 Respondents also stated that new developments should have design features which minimise the impact on the environment, including trees, solar panels, electric charging points and off-street parking.

8.5 References:

- NPPF 2021
- Joint Core Strategy for Broadland, Norwich and South Norfolk 2016
- National Model Design Code 2021
- National Design Guide 2021

9. Policy 3 - Connectivity and Ensuring Adequate Car Parking

Thorpe St Andrew NDP Policy 3: Connectivity and Ensuring Adequate Car Parking

Applications for new housing developments are encouraged to make provision for the following:

- 1) Sufficient on plot parking to accommodate the needs of residents and to minimise the need for additional on street parking, provided either at the rear, front or side of the property. Street layouts should seek to orientate dwellings onto pedestrian routes and encourage walking to local services.
- 2) a cycling and walking friendly neighbourhood by applying highway design principles which should not prioritise the movement function of streets at the expense of quality of place;
- 3) Pedestrian and cycle routes which are well connected, well designed, safe to use and suitable for a range of users including those with limited mobility.
4. The need to have sufficient off-street parking to maintain a pleasant visual environment and avoid streetscapes that are dominated by cars, based on the following table:

Bedrooms	Minimum Number of Car Parking Spaces to be Provided
1 or 2	2
3	3
4 (& more)	4

Policy 3 Intention

9.1 To ensure adequate car parking provision and promote pedestrian routes.

Policy 3 Justification

9.2 The orientation of housing and the design of the highway should promote pedestrian and alternative modes of transport other than motor vehicles. In Norfolk, this is underpinned by a policy context which requires sufficient access to alternative modes of transport other than private car, which includes the provision of walking, cycling and public transport.

9.3 The Norfolk County Council Transforming Cities Funding Submission (2019) states that limited availability of car parking does not necessarily correlate with a reduction in households with vehicles. Instead, a lack of suitable off-street car parking pushes more vehicles onto the adjacent highway and can potentially limit traffic flow and access. The narrow roads and high transit routes within the town, which acts as an urban/rural gateway, means that off-street car parking is a priority. This is further evidenced by the Norfolk County Council Transforming Cities funding application, which identified on-street car parking in Thorpe St Andrew causing “‘pinch points’ that delays traffic, particularly buses, and creates difficult cycle conditions”.

9.4 The provision must therefore meet the operational needs of those living in the area and the current reliance of motor vehicles by the public at large has resulted in insufficient parking provision being an issue in areas with older housing stock. During the second public consultation, the need for greater off-road parking provision was agreed by 96.36% of respondents. This reflects frequently raised local issues related to damage to pathway kerbs and verges as a result of vehicles parking.

9.5 References:

- **Transforming Cities Funding Submission (Norfolk County Council 2019) Policy T:2:**
- **Broadland Parking Standards SPD June 2007**
- **Parking Guidelines for new developments in Norfolk 2022**

10. Policy 4 - Protecting Resident Amenity

Thorpe St Andrew NDP Policy 4: Protecting Resident Amenity

- 1) The development of new housing close to existing homes shall seek to safeguard existing levels of amenity through:
 - a) Ensuring that the height of new residential buildings or extensions is compatible with and respects the surrounding residential area and not impact on the amenity of adjoining properties,
 - b) Promoting the 'open feel' of streets at the front of existing houses where appropriate, with new front gardens provided that are of a similar size to those enjoyed by existing development
- 2) When assessing the impact of the occupation, operation and construction of a development on amenity, consideration will be given to:
 - a) Overlooking of windows of habitable rooms and private amenity space;
 - b) Overshadowing of private amenity space;
 - c) Loss of daylight and/or sunlight to existing windows of habitable rooms;
 - d) Overbearing impact/visual dominance;
 - e) Light pollution;
 - f) Airborne pollutants;
 - g) Odours;
 - h) Noise pollution and disturbance;
 - i) Vibration;
 - j) Insects and vermin; and
 - k) Provision of a satisfactory and usable external amenity space to residential properties in keeping with the character of the immediate surrounding area.

Policy 4 Intention

10.1 To protect and preserve the amenity for current and future householders and neighbouring residents.

Policy 4 Justification

10.2 Broadland District Council Development Management DPD (2015) Policy GC4 outlines the need for large scale development to have regard for the area surrounding the development and should suit adjacent buildings through varying its height and density accordingly. This policy adds further local detail to GC4 to better reflect the character of Thorpe St Andrew.

10.3 Thorpe St Andrew is covered by both the Broads Authority and Broadland District Council as local planning authority. In order to ensure consistency in respect of amenity policy across the town, policy 4 (2) takes its lead from the Broads Local Plan Policy DM21: Amenity. This policy reflects the ambitions and preferences of many residents who comment on planning applications within the town, both within the Broads Authority executive area for planning, and the Broadland District Council planning area. These were also well supported through the consultation process.

10.4 Planning applications for schemes which could have a negative impact on existing residential dwellings through a loss of daylight, sunshine, shadowing or an increase in

noise or overlooking, should be accompanied by a supporting document which examines these issues and justifies the scheme proposed. This also includes any development which increases building or population density through extensions, conversions and/or redevelopment which may result in the displacement of garden space or other amenity areas.

10.5 Development should protect the amenity for both current and future occupants of land and buildings. Development which could have a negative impact on existing housing through a loss of daylight, sunshine, shadowing or an increase in noise or overlooking, must be supported by a supporting document. Development should protect the amenity for both current and future occupants of land and buildings.

10.6 References:

**Broadland Development Management DPD 2015,
Policy GC4**

Broads Local Plan 2019, Policy DM21

Planning Practice Guidance

NPPF 2021

11. Policy 5 – Residential Mooring

Thorpe St Andrew NDP Policy 5: Residential Mooring

The development of a new moorings for residential boats, alterations to or replacement of an existing residential boat or the construction of jetties, platforms and sheds associated with residential boat moorings should meet the following criteria:

- 1) The proposal will not have a detrimental impact on the natural or historic environment.
- 2) Areas of mixed moorings will retain their open feel and maintain the existing wide views across the River Yare
- 3) Suitable waste disposal facilities are provided.
- 4) Safe and suitable access for emergency service vehicles, preferably by road is provided.
- 5) Adequate car parking for each residential boat is provided, based on the standards in the table below:

Bedrooms onboard (berths)	Minimum Number of Car Parking Spaces to be Provided
1	1
2 (& more)	2

Policy 5 Intention

11.1 Residential mooring development will be acceptable, in principle, within the settlement limits or on allocated sites, subject to meeting normal development criteria.

Policy 5 Justification

11.2 There is a significant stretch of the River Yare within the town, and only a small proportion of this is visible from Yarmouth Road. Given the connection of sites such as Griffin Lane and Bungalow Lane to major roads and the natural screening of these sites, they may be suitable for new residential mooring. This would be subject to the sites meeting the requirements of the Broads Local Plan Policy DM37, which specifically requires a maximum 800m/10 minute walk to three or more key services.

11.3 Riverside areas were identified at consultation events as needing protection and this was also apparent in the questionnaire, where protection of River Green was specifically stated. There is, however an identified need for 63 residential moorings within the Broads Local Plan 2019, Policy DM37. A large majority of respondents, 96.36%, also stated that off- road car parking provision should be included for new dwellings. A total of 54.95% of respondents also stated that traffic effected their quality of life, with parking being the most stated comment.

11.4 References:

National Planning Policy Framework 2021

Broads Local Plan 2019

Joint Core Strategy for Broadland, Norwich and South Norfolk 2016

Greater Norwich Housing Strategy 2008-2011,

Greater Norwich Housing Market Assessment September 2007

Central Norfolk Strategic Housing Market Assessment

12. Policy 6 – Promoting and Protecting Employment

Thorpe St Andrew NDP Policy 6: Promoting and Protecting Employment

Existing employment areas should be retained and expanded whilst they remain viable and expanded where appropriate, specifically:

- 1) **North:** Retail service, and hospitality businesses clustered on Thunder Lane, Plumstead Road and South Hill Road
- 2) **South:** Smaller business units and hospitality along Yarmouth Road, Bungalow Lane, Gordon Avenue and on St Williams Way
- 3) **East:** Sainsbury's supermarket retail area, larger mixed-use units at the St Andrews Business Park, and Griffin Lane

Major new residential development should include appropriate provision for retail, employment uses and live-work units to meet the day to day needs of residents and businesses and to ensure the sustainability of new communities. Where possible, such developments should seek to cluster these uses together to create mixed use areas, which will allow for the sharing of buildings, and facilities which will help to improve the sustainability of the businesses and create opportunities for building efficiency and energy efficiency.

Policy 6 Intention

To retain, promote and enhance economic growth and diversity to support a wide range of employment. Development and growth will ensure that the economic and aspirational needs of the community are supported.

Policy 6 Justification

12.1 Land to the east of Dussindale has been primarily identified for business development.

Existing sites, such as the St Andrews Business Park are thriving and gradually growing as new businesses looking for accommodation away from the City Centre move in and transport links develop. On the southern side of Yarmouth Road, Griffin Lane has been a longstanding industrial area. Outside the Sainsbury's complex on Pound Lane, other business areas are scattered in clusters throughout Thorpe St Andrew

12.2 A 64.84% majority of respondents felt Thorpe St Andrew needed more employment opportunities. As a result the Thorpe St Andrew NDP Working Group agree that employment sites should be retained and new opportunities for business and employment in Thorpe St Andrew should be maximised.

12.3 This policy is in line with the Broads Local Plan Policy SP10, which supports proposals for sustainable economic growth, prosperity and employment. Thorpe St Andrew falls within the Development Plan for Broadland Growth Triangle.

12.4 References:

National Planning Policy Framework 2021,

Joint Core Strategy for Broadland, Norwich and South Norfolk, 2016

Broads Local Plan 2019

INSERT NEW MAP

13. Policy 7 – Retaining and Creating Community Facilities

Thorpe St Andrew NDP Policy 7: Retaining and Creating Community Facilities

Where new development is proposed, it should be supported by the appropriate levels of community infrastructure which meets the needs of new residents /communities without detriment to the services enjoyed by existing residents/communities.

The Neighbourhood Plan supports the improvement, enhancement and extension of current community facilities. New play areas and public open spaces should be preferably located close to community hubs, and other community buildings such as schools. Such spaces should be easily and safely accessible from residential areas, by pedestrian and cyclists and those with limited mobility. New green spaces should link with existing areas of green infrastructure to create ecological networks and biodiversity net gain.

The construction methods and furnishing of community buildings will be encouraged to minimise energy and water use and promote the use of alternative energy sources. Consideration should also be given to the use of green/brown roofs on community buildings and bus shelters.

Proposals that would result in any loss of community facilities will not be supported unless:

- 1) It can be demonstrated that the facilities are no longer needed or viable; or
- 2) It can be demonstrated that suitable alternative provision, with appropriate capacity already exists in an equally accessible location ; or
- 3) Suitable alternative provision will be delivered by new development in an equally accessible location.

Policy 7 Intention

12.5 To improve health and quality of life. Community uses are defined as Local shops, meeting places, sports venues, open spaces, cultural buildings, public houses and places of worship.

Policy 7 Justification

12.6 This policy builds on the Broadland District Council Development Management DPD (2015) Policy CSU2, and aligns strongly with the Broads Local Plan 2019 Policy DM44, but broadens its use beyond the Broads Authority Executive Area.

12.7 Across the District, the population is projected to have a growth rate of 18% and anticipated to be 25.7% larger than its 2001 level by 2030. Based on these factors, the LNA 2012 for Broadland and Thorpe St Andrew found “future population growth in Thorpe St Andrew and Broadland will increase the demand for new homes, jobs, amenities and services including facilities for sport and physical activity” (LNA 2012:11).

12.8 In 2016, the Roxley Hall community space on Yarmouth Road had a complete refurbishment and continues to be one of the busiest facilities in Thorpe St Andrew. The town also benefits from the Town Hall, which is used daily by a local nursery, and the Morse Pavilion which is predominantly changing rooms. The Dussindale Centre, which is part of the Sainsbury’s complex on Pound Lane is a large well-used facility and is managed by the Dussindale Park Community Trust. The Good Shepherd, St Andrews Centre, the Our Lady Mother of God Hall and the All Saints Hall are smaller halls also in use within the town.

12.9 The consultation questionnaire respondents stated that more doctors and dentists were

the most needed facility, followed by community social spaces. Similarly, more shops/Post Office and better public transport were important features. There was no significant majority as to whether these facilities should be part of a hub although there are clear user and provider benefits derived from the co-location of services and shared use of buildings.

12.10 References:

National Planning Policy Framework 2021

Joint Core Strategy for Broadland, Norwich and South Norfolk

Development Management DPD 2015 Policy CSU2: Loss of community facilities or local services

Broads Local Plan 2019 Policy DM44: Visitor and community facilities and services

13. Policy 8 – Protecting the Historic Environment

Thorpe St Andrew NDP Policy 8: Protecting the Historic Environment

New development proposed within the Conservation Area, or within the curtilage of a listed building, scheduled monument, or non-designated asset (full list in Appendix B) should minimise the impact on these assets by:

- 1) Demonstrating that they have avoided or mitigated harm to the significance of the asset(s) through the design of the development.
- 2) Conserving the setting of the asset(s) setting and any aspect which contributes to their significance.
- 3) Undertaking repair and conservation work to the asset.
- 4) Including elements of design to enhance enjoyment of the historic environment.

Policy 8 Intention

13.1 The enhancement and protection of nationally and locally significant buildings.

Policy 8 Justification

13.2 Thorpe St Andrew is a culturally rich town, with both locally and nationally important buildings and structures. This includes the World War Two Zero Station which is a scheduled monument.

13.3 In addition to this, there are 32 listed buildings within the town, as contained in Appendix B.

13.4 The number of listed buildings, scheduled monuments and the designation of part of the area as a Conservation Area highlights the “special architectural or historic interest” of the town and the importance of preserving and enhancing these assets. In addition there are a number of other buildings/structures, which although are not listed, remain significant in their own right and contribute to the character of Thorpe St Andrew. Whilst some of the original character has been eroded by road widening schemes and in some cases unflattering developments in the 1950s and 60s, this policy seeks to prevent further erosion of the character and significance of the area. The policy identifies a number of Non Designated Heritage Assets (NDHA) which are shown in Appendix B.

13.5 Each suggested NDHA has been subject to assessment using the Historic England guidance in Local Advice Note 7.

INSERT NDHA MAP HERE

References:

- NPPF 2021, Historic England Local Listing Advice Note 7, Historic England Listing Guidance

14. Thorpe St Andrew NDP: Project – Improving Car Parking

Thorpe St Andrew NDP Project: Improving Car Parking

Land off Yarmouth Road, Thorpe St Andrew could be suitable for use as car parking associated with RiverGreen, Thorpe St Andrew Parish Church and local businesses.

The site is 0.3 Ha in size and is located between the railway line to the south and Yarmouth Road to the north. To the east is housing and to the west is the Rushcutters Public House. The site was previously a Highway Depot owned by Norfolk County Council but was sold and subject to a planning application in 2002, where permission was granted for a two-storey hotel bedroom block. The site has a number of constraints including a large water outlet beneath it making development problematic.

It is an aspiration that this site be used for car parking and this will be investigated further by the Town Council.

Project Intention

17.1 To improve car parking capacity within the River Green Conservation Area.

Project Justification

17.2 The area of River Green that falls within the Conservation Area has been identified as having a chronic lack of car parking provision. This has led to difficulties for local residents, prevented visitors to River Green, had a detrimental impact upon the appearance of the area and limited the length of time visitors spend in the town. A lack of parking provision more generally has been identified as an issue in the public consultation questionnaire, bolstered by the review of Yarmouth Road undertaken by the Highway Authority.

UPDATE REQUIRED
NEW MAP REQUIRED

15. Implementation and Monitoring

- 15.1 The implementation of this Neighbourhood Plan is dependent upon the coordinated activities of a number of agencies.
- 15.2 The Town Council will monitor the delivery of the policies in this Neighbourhood Plan, and work to ensure that the objectives outlined are achieved. Progress on the implementation of the Neighbourhood Plan (when adopted) will be reported and the use of its policies will be formally reported to the Town Council annually.
- 15.3 After a period of five years after the Adoption of the Neighbourhood Plan has elapsed the Town Council will consider the need for a review of the Neighbourhood Plan either in full or in part. If appropriate, the Neighbourhood Plan will then be reviewed and revised. If the Town Council considers that a significant change in either the national or local planning policy context has occurred before the five year period has been reached, it will consider the need to trigger an earlier review.
- 15.4 The Community Infrastructure Levy (CIL) is a planning charge introduced by the Planning Act 2008, to help deliver infrastructure to support the development of the area. Broadland Council has an adopted CIL policy in place for the District and once the Neighbourhood Plan is 'made' Thorpe St Andrew Town Council will benefit from 25% of the levy revenues arising from development that takes place within the Neighbourhood Area. Currently that figure is 15%.Implementation of this Neighbourhood Plan is dependent upon the coordinated activities of anumber of agencies.
- 15.5 The Town Council will monitor the delivery of the policies in this Neighbourhood Plan, and work to ensure that the objectives outlined are achieved, If appropriate, the Neighbourhood Plan will be reviewed and revised.

16. Glossary & Abbreviations

NDP	Neighbourhood Development Plan
NPPF	National Planning Policy Framework
Local Plan	Broadland District Council Local Plan: Strategic Policies Development Plan

To be completed

Appendix A

Thorpe St Andrew Character Statement (to be updated)

Thorpe St Andrew South – This area of Thorpe St Andrew with the oldest houses is where the settlement developed along the banks of the River Yare. The conservation area features leafy roads leading to the river and can often be characterised as larger houses positioned on plots with large gardens. There have been some newer developments in the area, ranging from Victorian terraces to larger houses with good views of the river and marshes. More modern developments have included flats.

Any development within this area of Thorpe St Andrew should compliment its features, including:

- Victorian Arts and Crafts style properties
- Brick feature walls
- Elaborate chimneys
- Timber framed buildings
- Steeply pitched roofs
- Dutch and crow stepped gables
- Elaborate detailing

Thorpe St Andrew North - The northern area of Thorpe St Andrew features a mix of detached and semi-detached houses and bungalows which were developed by local builders such as Caston and Fisher since the 1930's. Many of the bungalows to the north have since been extended into the roof to meet the need for larger family homes.

Key features and materials include:

- Red brick and white or coloured render
- Grey, Red and brown pantiles
- White Windows
- Stained glass features
- Arch features to enhance doors
- Hipped roof forms
- Decorative timber detailing
- Integral or set back garages with courtyard parking
- Larger than average front gardens

Thorpe St Andrew East - The eastern area of the town has seen development more recently over the past 30 years and is likely to feature more changes in the coming years. The Dussindale area was built in sections, featuring a range of modern styles, ranging in size, with no particular binding character feature. The area also features some affordable homes. St Andrews Park was built in 2002 and is to the south of Yarmouth Road.

(NEW MAPS OF CHARACTER AREAS TO BE INSERTED)

Appendix B

Listed Buildings

- THORPE ST ANDREW WAR MEMORIAL Grade: II
Location: River Green, Yarmouth Road, Thorpe St Andrew, Norfolk, NR7 0HE, Thorpe St. Andrew, Broadland, Norfolk
- THORPE TOWER Grade: II (*Folly Tower, Taylor's Folly*)
Location: THORPE TOWER, PINEBANKS, Thorpe St. Andrew, Broadland, Norfolk
- THORPE HALL Grade: II*
Location: THORPE HALL, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- OLD THORPE HOUSE Grade: II
Location: OLD THORPE HOUSE, 1, DALE'S LOKE, Thorpe St. Andrew, Broadland, Norfolk
- BROADLAND DISTRICT COUNCIL OFFICES THORPE LODGE Grade: II
Location: THORPE LODGE, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- CHURCH OF ST ANDREW Grade: II
Location: CHURCH OF ST ANDREW, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- ST ANDREWS HOSPITAL Grade: II (*St Andrews Asylum, Norfolk Lunatic Asylum, Norfolk War Hospital*)
Location: ST ANDREWS HOSPITAL, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- GAZEBO SOUTH EAST OF THORPE LODGE ON YARMOUTH ROAD Grade: II
Location: GAZEBO SOUTH EAST OF THORPE LODGE ON YARMOUTH ROAD, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- CHURCH AT ST ANDREWS HOSPITAL Grade: II
Location: CHURCH AT ST ANDREWS HOSPITAL, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- ROAD BRIDGE AT ST ANDREWS HOSPITAL Grade: II
Location: ROAD BRIDGE AT ST ANDREWS HOSPITAL, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- RUIN OF CHURCH OF ST ANDREW Grade: II*
Location: RUIN OF CHURCH OF ST ANDREW, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- TOWN HOUSE HOTEL Grade: II
Location: TOWN HOUSE HOTEL, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- IVY COTTAGE Grade: II
Location: IVY COTTAGE, 13, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- BOUNDARY WALL TO ROAD EXTENDING FROM NUMBER 2 TO NUMBER 10 Grade: II
Location: BOUNDARY WALL TO ROAD EXTENDING FROM NUMBER 2 TO NUMBER 10, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk

- 10, YARMOUTH ROAD Grade: II
Location: 10, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- MANOR COTTAGE Grade: II
Location: MANOR COTTAGE, 14, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- MONKS BARN Grade: II
Location: MONKS BARN, 48, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- K6 TELEPHONE KIOSK Grade: II
Location: K6 TELEPHONE KIOSK, RIVER GREEN, Thorpe St. Andrew, Broadland, Norfolk
- THE BOAT AND BOTTLE Grade: II (*Hinsbys Gardens, Cattermoles Garden, Three Tuns, Thorpe Gardens, Rushcutters*)
Location: THE BOAT AND BOTTLE, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- THE DELL Grade: II
Location: THE DELL, 87, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- THE WHITE HOUSE Grade: II
Location: THE WHITE HOUSE, 105, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- THE GUILD HOUSE Grade: II
Location: THE GUILD HOUSE, 51, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- 18-20, YARMOUTH ROAD Grade: II
Location: 18-20, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- BOATYARD FOREMAN'S COTTAGE Grade: II (*John Fox's Cottage*)
Location: BOATYARD FOREMAN'S COTTAGE, GRIFFIN LANE, Thorpe St. Andrew, Broadland, Norfolk
- HOMESTEAD Grade: II
Location: HOMESTEAD, 63, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- 107-113, YARMOUTH ROAD Grade: II
Location: 107-113, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- GARDEN HOUSE 40M SOUTH OF WALPOLE HOUSE Grade: II*
Location: GARDEN HOUSE 40M SOUTH OF WALPOLE HOUSE, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- BUCK INN Grade: II
Location: BUCK INN, 55, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- THE OLD RECTORY Grade: II
Location: THE OLD RECTORY, 103, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- KINGS HEAD INN INCLUDING OUTBUILDINGS TO EAST Grade: II (*Riverside, Rivergarden*)

Location: KINGS HEAD INN INCLUDING OUTBUILDINGS TO EAST, 36, YARMOUTH ROAD,
Thorpe St. Andrew, Broadland, Norfolk

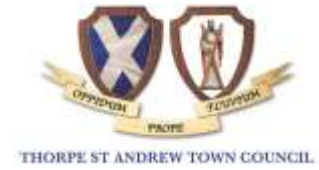
- WALPOLE HOUSE Grade: II*
Location: WALPOLE HOUSE, 16, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk
- THE MANOR HOUSE Grade: II
Location: THE MANOR HOUSE, 12, YARMOUTH ROAD, Thorpe St. Andrew, Broadland, Norfolk

Non-Designated Heritage Assets

1. Former pump house to High House, now an electricity sub station, Thunder Lane
2. The thatched house at the junction of Hillside Road/Avenue. Reedroofs.
3. Swiss Cottage, 15 Chapel Lane, former home of George Mollett.
4. 6-8 Chapel Lane, 3 storey cottages with flint walls.
5. Chapel Lane former brew house.
6. 24 to 44 Chapel Lane. Row at top.
7. Idle Hour, Yarmouth Road
8. 63 Yarmouth Road
9. Station Masters House, 56 Yarmouth Road.
10. The thatched cottage on Boulton Road, the last of the original Boulton & Paul buildings.
11. The original Good Shepherd Church wooden shed.
12. Whisper Wood, Weston Avenue - fascinating thatched house.
13. Roxley House
14. Fairview, Hillside Road. Robert Castons former house.
15. The Cottage Public House.
16. High House, South Avenue.
17. Le Chalet, Thunder Lane.
18. Thorpehurst. Barber Place.
19. Thorpehurst Lodge
20. Inglehurst, Yarmouth Road
21. National School, School Lane
22. Cottages, School Lane
23. The Ideal Home exhibition Houses on South Avenue/Stanmore Road.
24. Pinebanks WW2 bunker.
25. The Stork former maternity home, Yarmouth Road, plaque of Griffin on wall.
26. The Griffin Inn.
27. 24/26 Yarmouth Road.
28. Point House, Yarmouth Road. c.1840
29. Church Cottages, Buck Yard
30. Well Cottage, Pound Land.
31. Woodlands (Oasis) Pound Lane

32. The Harvey and Blakiston coats of arms on original entrance to Thorpe Old Hall and the flint wall.
33. Boundary walls of the Rushcutters.
34. Boundary wall of Frostbites car park, Yarmouth Road and adjoining meadow to Whitlingham Lane.
35. Girlings Lane wall and railway crash commemorative plaque.
36. Victorian postbox set in wall of drive leading up to 7 Yarmouth Road.
37. Boundary marker stone in wall between River Green and Rushcutters. S.& P.
38. Chapel Lane, the date stone KH 1820.
39. Chapel Lane, rear yard no 7, the stone in the wall 'A Moll 1852' (important bricklayer/builder).
40. Chapel Lane, Flint wall at Swiss Cottage up to number 24.
41. The Boundary marker made by Barnes and Pye of Norwich in 1940 situated outside 2 Plumstead Road, situated on the left hand side of the road as you drive towards Norwich. Renovated 2018
42. The milestone marker made by Barnes and Pye of Norwich on the Yarmouth Road left hand side as you travel East after going under the hospital bridge. Renovated in 2018
43. Original street plates made by Barnes and Pye, dating back to the 1930's, renovated in 2017 by Dale Wiseman and Roger Pointer:
 - Margetson Avenue,
 - Aerodrome Crescent,
 - Stanmore Road,
 - Thorpe Close,
 - Harvey Lane,
 - Gorse Road,
 - Cyril Road,
 - Beechwood Drive,
 - Belmore Road,
 - South Hill Road,
 - Davidson Road, School Lane,
 - Common Lane.
44. Railway footbridge on Whitlingham Lane.
45. The Polish memorial on Memorial Way.
46. Shelter on the hospital North side.

Thorpe St Andrew Town Council



Monday 6th February

Electric Vehicle Purchase

Agenda Item: 10

Reason for this Report

To consider the options for purchasing a new electric vehicle to replace the existing John Deere Gator, which is reaching the end of life

Background

With increasing staff levels and more tasks to be carried out the need has arisen for an increase in vehicle capacity. The current John Deere Gator is 18 years old with increasing costs to repair it each time it breaks down. As the vehicle gets older the parts are harder to source which results in longer down time. With the increase in fuel costs the cost of running an old diesel engine will also become prohibitive.

Result

The 3 quotes show comparative costs for 3 different ATVs. Option A is the cheapest but wouldn't be sufficient for our needs both for running time and safety reasons on the road. Option B is the best as it requires a simple 3pin plug charging system so no building modifications are required, it travels fast enough on the road to reduce the safety risk, it also comes with more spec as standard. Option C is the most expensive before any add accessories.

Advice

The recommendation is that the council opts for option B. this is because running costs will be reduced, safety wouldn't be compromised and it provides the best value for money with added accessories.

Legal Implications

All decisions and actions taken by or on behalf of Thorpe St Andrew Town Council must (1) be within the local powers of the Authority; (2) comply with any procedural requirement imposed by law; (3) be within the powers of the body or person exercising powers on behalf of the Authority; (4) be undertaken in accordance with the Authority procedural rules inc. Standing Orders and Financial Regulations; (5) be fully and properly informed; (6) be properly motivated; (7) be taken with regard to the fiduciary duty of the Authority to its residents; and (8) be reasonable and proper.

Financial Implications

There are **SIGNIFICANT** financial implications arising from this report.