



THORPE ST ANDREW TOWN COUNCIL

## PLANNING AND ENVIRONMENT COMMITTEE

Monday 18 September 2023, 7:30pm  
Roxley Hall, Yarmouth Road, NR7 0QF

### AGENDA

13.09.2023

To all members of the Planning and Environment Committee

You are hereby summoned to attend the Planning & Environment Committee meeting of Thorpe St Andrew Town Council to be held at Roxley Hall on 18 September 2023 at 7.30pm for the purpose of transacting the following business:

- 1 **Attendance and Apologies for Absence**
- 2 **Declarations of Interest in Items on the Agenda**
- 3 **To Confirm the Minutes of the Meeting held on 10 July 2023**
- 4 **Planning Items Raised by Residents – – members of the public may attend this meeting virtually, please email [office@thorpestandrew-tc.gov.uk](mailto:office@thorpestandrew-tc.gov.uk) to request the link by noon on Monday 18 September 2023**
- 5 **Planning Applications:**

2023/2491	85 Beechwood Drive	Single storey side and rear extension (SS)
2023/2687	14 Primrose Crescent	Two storey side extension (PB)

#### 6 **Record of Delegated Planning Decisions**

2023/2081	58 Maidens Close	Single storey rear extension (JF)
2023/2048	72 Gordon Avenue	New garage and garden building (retrospective) (JF)
2023/2218	4 Pilling Road	Single storey rear extension (JF)
2023/2269	24 Spinney Close	Single storey rear extension with garage conversion (JF)
2023/2301	110 Thunder Lane	Two storey rear extension and new outer building (JF)
2023/1993	65 Beechwood Drive	Roof alterations including roof extension, front and rear window dormer and new porch (JF)
2023/2325	6 Prior Road	Rear extension and alterations to dwelling (JF)
2023/2329	6 School Lane	First floor rear extension (JF)
BA/023/0294/LBC	18/22 Town House Hotel	2 x internally illuminated two sided lozenge signs under existing pictorial signs. 1 x wall mounted internally illuminated panel (JF)
BA/2023/0289/HOUSEH	52 Yarmouth Road	Single storey rear extension (JF)
BA/2023/0304/FUL	Land to the south of Griffin Lane	Works to create a swale to discharge into a watercourse on land south of Griffin Lane (JF)

#### 7 **Enforcement Notices (Confidential Matters)**

**Future Agenda Items (not for discussion)**

*M. Barron*

Michelle Barron, Clerk to the Council

**Town Clerk – Michelle Barron**

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**THORPE ST ANDREW TOWN COUNCIL  
MINUTES OF THE PLANNING AND ENVIRONMENT  
COMMITTEE MEETING  
HELD ON 10<sup>th</sup> JULY 2023**

**PRESENT:**                    Mr J Fisher (Chairman)                    Mr F Bowe  
                                      Mr S Snelling                                    Mr P Berry  
                                      Mr T Garner                                     Mr D Buck  
                                      Ms C Ferris

**1. In Attendance:** Mrs R McCarthy (OM/RFO), Mr J Calver (Parks Supervisor), Mrs D Wheatley (Administration and Communications Officer), and eight members of the public.

**Apologies for Absence:** Mr D Wiseman

The Chairman advised that as Item 7 was on the Agenda after the Confidential Matters (Item 6) when the public would not be permitted he would discuss Item 7 first.

**2. Declarations of Interest:** None

**3. Minutes of meeting held on 12 June 2023**

The minutes of the meeting held on 12 June 2023 were approved and signed as a true record.

**4. Planning Items Raised by Residents**

A resident from Hillcrest Road spoke in regards to the state of their verges following pavement works undertaken by Norfolk County Council (NCC). Following advice from NCC that they would be taking no further action, the resident requested help from the Town Council to have the verges reinstated.

A resident spoke in regard to the use of pesticide sprays and registered disappointment at their continued use in the town.

A resident spoke in regard to Hillcrest Road and stated it should have its share of the NCC funding given to the Town Council.

**5 Planning Applications:**

**2023/1525      19 Howard Close                    Removal/Variation of Condition (S73/S19) (JF)**

The Town Council, in its capacity as statutory consultee, raises no objection but suggests consideration given to the window having limited opening.

**2023/1453      38 Thunder Lane                    Proposed garage conversion, new access and summer house (CF)**

The Town Council, in its capacity as a statutory consultee, raises no objection in principle but support the NCC Highways comments in relation to the road access and vehicle turning.

**2023/1548      37 Eastern Road                    Single storey rear annexe (FB)**

The Town Council, in its capacity as statutory consultee, raises no objection.

**2023/1702      35 Thor Close                    Demolition of glazed conservatory and erection of single storey rear extension (PB/DW)**

The Town Council, in its capacity as statutory consultee, raises no objection.

**2023/1711      1 Pine Road                    Single storey rear extension (SS)**

The Town Council, in its capacity as statutory consultee, raises no objection.

**BA/2023/0247/TPOA 10 Yarmouth Road**

**T1: Cedar-weight reduction by thinning out and reducing branches back to secondary growth points on largest bough on western aspect. Reduce branches protruding from main crown by 1-2m on upper 1/3<sup>rd</sup> portion of crown. Crown raise of southern crown area by up to 5m by thinning out and removing duplicating branches back to secondary growth points. Incorporate 8 tonne Cobra to existing brace (JF)**

The Town Council, in its capacity as statutory consultee raises no objection but would support the views of the Tree Officer.

**7. Verge Maintenance**

The members considered the report attached and had a lengthy discussion about the benefits of keeping the verge maintenance in-house or contracting out. It was felt that whilst it was better to have full control of the job/workmanship, and work directly with residents to resolve issues, outsourcing the work would likely give more opportunity for being herbicide-free.

It was proposed by Cllr Fisher, seconded by Cllr Berry and by show of hands with all in favour **AGREED** to get some prices for contracting out the verges, to be brought to the Full Town Council in October.

In response to the issue raised by two members of the public, Cllr Fisher stated that Hillcrest Road was not in any worse condition than other areas in the town; largely due to cars parking on verges. He advised it would not therefore be appropriate to spend Town Council money on verges until by-laws are in place regards to prevent parking, and where damage has been caused by another local authority.

Cllr Fisher offered to write a letter in both his capacity as a County Councillor and Chairman of the Planning and Environment Committee to NCC Highways in support of the formal complaint to be made by the resident. The resident was greatly appreciative of the gesture and thanked the Town Council for their support.

Cllr Berry queried the resident point about funding for Hillcrest Road and the OM/RFO confirmed that funds paid under the "Urban Grass Cutting Schedule" was invested in the verge cutting along Hillcrest Road in the same way as all other roads in the contract.

Cllr Buck suggested better promotion of verge management techniques and services to residents via newsletter and signage, which was met with widespread support.

**Information Only:**

**Confidential - Enforcement Notices** – Nothing to report

**Future Agenda Items (not for discussion)** - None

Meeting closed at 8.25pm

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_