



THORPE ST ANDREW TOWN COUNCIL

**THORPE ST ANDREW TOWN COUNCIL
MINUTES OF THE PLANNING AND ENVIRONMENT
COMMITTEE MEETING
HELD ON 2 JUNE 2025**

1 To Elect a Chair for 2025/2026

It was proposed by Cllr Ferris, seconded by Cllr Buck and on a show of hands, Cllr Fisher was unanimously elected as Chair. Cllr Fisher proceeded to Chair the meeting.

2 To Elect a Vice Chair for 2025/2026

It was proposed by Cllr Snelling, seconded by Cllr Buck and on a show of hands, Cllr Bowe was unanimously elected as Vice Chair.

3 To Agree the Terms of Reference for the Committee

The document to be located, shared for review and brought to the next available meeting for agreement.

4 Present:

Cllr Fisher (Chair)

Cllr Bowe (Vice Chair)

Cllr Wiseman

Cllr Ferris

Cllr Pointer

Cllr Buck

Cllr Snelling was also present and wishes to remain on the committee. A decision will be ratified at the next Full Council Meeting.

In Attendance: Mrs S Bristow (Locum CEO/Town Clerk) and Mrs L Weston (Administration and Committee Officer).

Apologies: Apologies accepted from Cllr Berry

5 Declarations of Interest in Items on the Agenda - None

6 To Confirm the Minutes of the Meeting held on 12 May 2025

The minutes of the meeting held on 12 May 2025 were approved and signed as a true record.

7 Planning Items Raised by Residents – members of the public may attend this meeting

An applicant spoke in support of application 2025/1341, and a neighbour spoke about concerns and objections to application 2025/1341.

8 Planning Applications:

Ref. No	Address	Information
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Thorpe St Andrew Town Council, Town Hall, Pound Lane, Thorpe St Andrew, NR7 0UL
Tel: 01603 701048 Email: office@thorpestandrew-tc.gov.uk
Website: www.thorpestandrew-tc.gov.uk
VAT No. 107 2921 90

2025/1015 13 Pilling Road Rear extension with loft conversion (PB)

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

2025/1317 64 Charles Avenue Single-storey rear conservatory extension (DB)

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

2025/1341 34 Booty Road Single-storey rear extension (SS)

The Town Council, in its capacity as statutory consultee, raises no objections, but note the neighbour's concern (no 36) regarding the party wall and may contact the Planning Officer for clarity.

2025/1310 11 Tower Hill Proposed side and rear extension (SS)

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

**2025/1198 RHP Lancaster Hse Reinstatement of internal party wall to close
 87 Yarmouth Road opening (JF)**

The Town Council, in its capacity as statutory consultee, raises no objections, but would support any views of the Historic Building Officer.

9 Determinations from BDC and BA – Decisions for May as per the agenda, no comments.

10 Rackheath Neighbourhood Plan Consultation Document for consideration – No comments

11 BDC Design Code 3rd Stage Consultation for consideration – The Locum CEO to respond with no comment.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the following agenda items are of a confidential nature.

12 Enforcement notices (Confidential Matters) – Open and closed notices noted.

The Locum CEO will raise concern with the Enforcement Department, in reference to whether a planning application has been raised for a wall on Yarmouth Road.

13 Date of next meeting, 14 July 2025 - Noted

Future Agenda Items (not for discussion) - None

Meeting closed at 8.23pm

Signed _____

Dated _____