



Redenhall with Harleston Town Council

Clerk: Mrs. C. Crane

Notice of Meeting

To members of the Public and Press

You are cordially invited to attend a meeting of **Redenhall with Harleston Town Council's Planning and Development Committee** which will be held at the Council Offices, Memorial Leisure Centre on **Monday 4th December 2023 at 10am** to consider the business detailed below.

Signed: *Clare Crane* - Town Clerk

Date: 28th November 2023

Members of the press and public are welcome to attend – there will be an opportunity for public participation agenda item 6.

SELFLESSNESS, INTEGRITY, OBJECTIVITY, ACCOUNTABILITY, OPENNESS, HONESTY & LEADERSHIP

AGENDA

1. Welcome
2. To receive and consider accepting apologies from members unable to attend.
3. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.¹
4. To receive and approve the minutes of the last Planning and Development Committee meeting on Monday 6th November 2023 (copy herewith)
5. To note progress on decisions made at the last meeting of the Planning and Development Committee (copy herewith)
6. To consider a resolution under Standing Orders 3e to suspend the meeting to hear comments from members of the public on items to be discussed on the agenda (the period of designated time for public participation is 20 minutes unless directed by the Chairman of the meeting and individual members of the public are entitled to speak for a maximum of 5 minutes each).²
7. To receive and consider the new planning application received and ratify comments and verdict. (copy herewith)
 - a) Application [2023/3354](#)
Applicant: C/O Agent
Location: Land To The East Of Mendham Lane Harleston Norfolk
Proposal: Variation of condition 2 of 2022/0015 – Revisions to design and layout to increase floor space with reduction in parking provision Application Type: Removal/Variation of Condition (S73 / S19)
 - b) Application [2023/3445](#)
Applicant: Mr Yusef Karakus
Location: 5 Keeleys Yard Harleston Norfolk IP20 9BQ
Proposal: Replacement windows
Application Type: Listed Building Consent
 - c) Application 2023/3551
Applicant: Barclays Bank plc

¹ All details to be found at <https://harleston-tc.gov.uk/your-town-council/become-a-councillor/>

² All details to be found at <https://harleston-tc.gov.uk/your-town-council/become-a-councillor/>

Location: Ground Floor 6 Market Place Harleston Norfolk IP20 9AE

Proposal: Proposed decommissioning of bank to include internal and external works.

Application Type: Full Planning Permission

8. [To receive and note planning decisions made by South Norfolk and other planning authorities since the last meeting](#) (copy herewith)
9. [To receive and note the planning decisions which remain outstanding by South Norfolk and other planning authorities](#) (copy herewith)
10. To note Application: [2023/3260](#)
Applicant: Harleston Town Council Clare Crane
Location: Memorial Leisure Centre Wilderness Lane Harleston Norfolk IP20 9DD
Proposal: Proposed use of recreation ground to run up to three car boot sales between March 2024 and November 2024
Application Type: Change of Use
11. To receive and note correspondence received.
 - a) GLNP
12. To note the date of the next Planning and Development Committee meeting as 8th January 2024 starting at 10am in the Meeting Room at the Memorial Leisure Centre.
13. Public Bodies (Admissions to Meetings to consider a resolution under the Public Bodies (Admissions to Meetings) Act 1960 and Standing Orders 3d to exclude members of the public and press in order to discuss the following items which is properly considered to be of a confidential nature.
14. Confidential reports relating to enforcement cases (for information only)

Any other planning applications received up to the day before the meeting may be considered, to allow a response within the statutory 21-day period. These can be found on the Town Council website.



Redenhall with Harleston Town Council

Clerk: Mrs. C. Crane

Minutes

**Redenhall with Harleston Town Council's Planning and Development Committee
held at the Council Offices, Memorial Leisure Centre at 10am
on Monday 6th November 2023**

In Attendance: Councillors: Clive Digby, Shelagh West, Michael Hardy, Keith Harrison, Mo MBA

Non Councillors: Carolyn Malinowski

Also present: Emma Chandler (Deputy Clerk)

Members of Public: None

1. **Welcome**
Cllr Digby welcomed everyone to the meeting.
2. **To receive and consider accepting apologies from members unable to attend.**
Apologies were received from Cllr Attwood due to illness.
Apologies were unanimously accepted.
3. **To consider and agree the co-option of Cllr Hardy onto the Planning Committee in line with the Terms of Reference.**
Unanimously agreed to co-opt Cllr Hardy to the Planning Committee
4. **To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.**
None declared.
5. **To receive and approve the minutes of the last Planning and Development Committee meeting on Monday 9th October 2023.**
Received and unanimously approved. The minutes were signed by the Chairman.
6. **To note progress on decisions made at the last meeting of the Planning and Development Committee**
Noted
7. **To consider a resolution under Standing Orders 3e to suspend the meeting to hear comments from members of the public on items to be discussed on the agenda (the period of designated time for public participation is 20 minutes unless directed by the Chairman of the meeting and individual members of the public are entitled to speak for a maximum of 5 minutes each).**

Not needed at this time.

8. [To receive and consider the new planning application received and ratify comments and verdict.](#)

a) Application [2023/2875](#)

Proposal: Notification for prior approval for a change of use from commercial, business and service (use Class E) to one ground floor flat (C3)

Location: 15A Wilderness Close Harleston Norfolk IP20 9DB

Applicant: Mrs Heidi and Nigel Wooltorton

Application Type: Prior Notification -Class E to Residential

Committee comment – Neutral – The Town Council have no objection to the change of use.

b) Amended Application [2023/1505](#)

Applicant: Mr John Stokes

Location: Land West Of 15 Needham Road Harleston Norfolk

Proposal: Outline planning permission for 2 dwellings and associated garages with all matters reserved except for access

Application Type: Outline Planning Permission

Amendment received 11th October 2023. Case officer has agreed comments from the Town Council to be provided by the 8th November 2023

Committee comment – Object - The Town Council would like to reaffirm its objection to the application as submitted on the 26th June 2023.

The application conflicts with Neighbourhood Plan policy RWH19 in that it is outside the defined settlement boundary and within an identified town gateway. According to RWH19, both these considerations require the site to be protected from development.

The Town Council would like to point out that NPPF policy 12 states "where a planning application conflicts with an up-to-date development plan (including any Neighbourhood Plans that form part of the development plan) permission should not usually be granted". Since the Neighbourhood Plan has been adopted recently NPPF policy 11d does not apply as claimed by the applicant in their Planning Statement.

c) Application [2023/3280](#)

Applicant: Mr Adrian Simpson

Location: The Old House 1 Old Market Place Harleston Norfolk IP20 9BE

Proposal: Replacement of 4 first floor dormer windows

Application Type: Listed Building Consent

Committee comment – Support - The Town Council support the replacement of the windows in principle with determination of the application to be left with planning authority in the light of the pre application advice given and in accordance with Harleston Conservation Area Character Appraisal and Management Guidelines and the Redenhall with Harleston Design Guidance and Code.

d) The following application was also considered, which was received after the agenda had been published.

Application 2023/3306

Applicant: Mr & Mrs S. Broughton

Location: 141 Bullfinch Drive Harleston Norfolk IP20 9FE

Proposal: Demolition of existing rear single storey extension and erection of two storey pitched roof extension

Application Type: Householder

Committee comment – Neutral - The Town Council has no objection providing the requirements of Redenhall with Harleston Design Guidance and Code section BU13 are applied.

9. [To receive and note planning decisions made by South Norfolk and other planning authorities since the last meeting](#)

Application Number : 2023/3027

App Type : Approval of Condition Details

Parish : Redenhall With Harleston

Grid Ref : 624503 283365

Location : Outbuilding At Old Chapel Yard Harleston Norfolk

Proposal : Details of condition 7 of 2020/2098 – (7) Archaeological work to be agreed

Town Council not yet consulted as at 10th October 2023

South Norfolk View – Approved details on 20th October 2023

Application: 2023/2377

Applicant: Mr And Mrs Ben And Jen Wick

Location: Homewood 16 Shotford Road Harleston Norfolk IP20 9JN

Proposal: Conversion of garage and first floor extension above to create annexe

Application Type: Full Planning Permission

Town Council View – Neutral – The Town Council has no comment other than that it should conform to BU.13 section v of the Redenhall with Harleston Design Guidance and Code.

Specifically does the proposed use of timber or composite cladding lead to a harmonious composition over all.

South Norfolk View – Approved with conditions (Delegated) on 10th October 2023

Application 2023/2022

Applicant: Mr Daniel North

Location: 2 London Road Harleston Norfolk IP20 9BW

Proposal: Two storey side extension. Demolish rear conservatory and replace with a single storey extension. Repair damaged existing brickwork, windows and cills.

Application Type: Listed Building Consent

Town Council View: Objects – Referring to BU.13 in the Redenhall with Harleston Design Guidance and Code the council are objecting on the basis of the side extension is not harmonious to the original building and there is no information to say the application compliments the materials for the original building. The application is not complete on the portal items 6,7 and 8 on the application form are not present. There are also concerns about access to the site and the safety of those using Recreation Walk which would require a pre agreed construction plan in light of the restricted access.

South Norfolk View: Approved with Conditions on 20th October 2023

Application 2023/2021

Applicant: Mr Daniel North

Location: Selbourne 2 London Road Harleston Norfolk IP20 9BW

Proposal: Two storey side extension. Demolish rear conservatory and replace with a single storey extension. Repairs to existing windows, brickwork and cills.

Application Type: Householder

Town Council View: Objects – Referring to BU.13 in the Redenhall with Harleston Design Guidance and Code the council are objecting on the basis of the side extension is not

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harmonious to the original building and there is no information to say the application compliments the materials for the original building. The application is not complete on the portal items 6,7 and 8 on the application form are not present. There are also concerns about access to the site and the safety of those using Recreation Walk which would require a pre agreed construction plan in light of the restricted access.

South Norfolk View: Approved with conditions on 20th October 2023

10. To receive and note the planning decisions which remain outstanding by South Norfolk and other planning authorities

Application [2023/2913](#)

Applicant: Mr Joseph Newson

Location: 17 Maltings Drive Harleston Norfolk IP20 9EY

Proposal: External rendering and new front steps

Application Type: Householder

Town Council Comment – Neutral and No Comment

Application [2023/2684](#)

Applicant: Ms Sally Wilkinson

Location: Bullock Fair Charity Shop Bullock Fair Close Harleston Norfolk IP20 9AT

Proposal: To replace barge boards, fascias and soffits with new white UPVC

Application Type: Full Planning Permission

Town Council View – Neutral – The Town Council has no comment

Application [2023/2458](#)

Applicant: Mr Peter Osborn

Location: 5 Pine Close Harleston Norfolk IP20 9DZ

Proposal: Replace the existing concrete hanging tiles on West facing apex and north facing dormer with Hardi Plank cement board

Application Type: Householder

Town Council Comment – Neutral – The Town Council planning committee have reviewed this application and whilst they have a neutral stance, they recommend that the planning officer weighs up the visual impact of the proposed alterations versus the environmental impact of the changes.

In addition they are concerned that if consent is granted the materials should match, in colour, as closely as possible to the neighbouring houses.

Application Number : [2023/0518](#)

App Type : Approval of Condition Details

Parish : Redenhall With Harleston

Grid Ref : 625082 282826

Location : Land To The East Of Mendham Lane Harleston Norfolk

Proposal : Details of conditions of 2022/0015 – 11 Drawings for offsite highway improvements and 12 offsite highway improvements

Application: [2022/2122](#)

Applicant: Mr John Mewse

Location: 4 School Lane Harleston Norfolk IP20 9HG

Proposal:

Proposed garden room open on one side and replacement of existing toilet lean to

Application Type: Householder

Committee View: No Comment on 15 December 2022 (The Town Council reviewed this application with no comments.).

South Norfolk Council View: Pending

Application [2022/1929](#)

Proposal: Erection of new gate, new paint colour and signage to dwelling. (Retrospective)

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Location: 1 Redenhall Road Harleston Norfolk IP20 9EN
 Applicant: Miss Farah Moussavi
 Application Type: Listed Building Consent
 Committee View: **Object** – This is in contravention of South Norfolk Councils Character Appraisal and Management Guidelines with regard to 'Painting Buildings' and also the 'Design Code' in relation to the colour palette. The additional of the signage (metal sculpture and lamp on the front of the building) is not in keeping with a Grade II Listed Building and the general tone of the Conservation Area.
 South Norfolk Council View: *Pending*

Application [2022/1843](#)
 Proposal: Erection of new gate, new paint colour and signage to dwelling.
 (Retrospective)

Location: 1 Redenhall Road Harleston Norfolk IP20 9EN
 Applicant: Miss Farah Moussavi
 Application Type: Householder
 Committee View: **Object** – This is in contravention of South Norfolk Councils Character Appraisal and Management Guidelines with regard to 'Painting Buildings' and also the 'Design Code' in relation to the colour palette. The additional of the signage (metal sculpture and lamp on the front of the building) is not in keeping with a Grade II Listed Building and the general tone of the Conservation Area.
 South Norfolk Council View: *Pending*

Application: [2022/1501](#)
 Proposal: Minor internal alterations including new hatch between kitchen and living area; convert existing dressing room on first floor to en suite with new external soil vent pipe.
 Location: 5A Church Street Harleston Norfolk IP20 9BB
 Applicant: Mrs Maria Davies
 Application Type: Listed Building Consent
 Committee View: *No Comment* on 24th August 2022
 South Norfolk Council View: *Pending*

11. **To receive information regarding the Greater Norwich Local Plan**
 - a) **Compile a response to the consultation for the Clerk to submit before the closing date of the 6th December 2023**
 The committee discussed the matter and decided that no further action was needed.
 The committee have requested that the Clerk investigate the change in allocation amounts on Policy 7.2 – Main Towns to gain clarification on the developments that have been included existing planning permissions.

Action – Town Clerk
12. **To receive and note the site plan, road names, layout and schedule for the Briar Farm Development**
 Noted
13. **To receive and note correspondence received.**
 Noted
14. **To note the date of the next Planning and Development Committee meeting as 4th December 2023 starting at 10am in the Meeting Room at the Memorial Leisure Centre.**
 Unanimously Agreed

15. **Public Bodies (Admissions to Meetings to consider a resolution under the Public Bodies (Admissions to Meetings) Act 1960 and Standing Orders 3d to exclude members of the public and press in order to discuss the following items which is properly considered to be of a confidential nature.**

Unanimously Agreed

16. **Confidential reports relating to enforcement cases.**

Noted

Signed

Dated

DRAFT

Planning and Development – Progress Report - 4th December 2023

<u>Committee</u>	<u>Minutes Reference</u>	<u>Subject</u>	<u>Action</u>	<u>Assigned to</u>	<u>Timescale</u>	<u>Comments or further actions</u>
Planning	11/09/2023 Item 10	Planning decisions awaiting SNDC	Provisional date for application 2023/1505 for the Planning Committee at SNDC is 19 th December 2023. Should it not be on this agenda it will be on the agenda for 23 rd January 2024. Clerk to advise Mrs Malinowski and Cllrs Hardy and MBA when democratic services have advised.	Town Clerk	ASAP	Date not yet available Matter Outstanding
Planning	06/11/2023 Item 11a	GNLP	The committee have requested that the Clerk investigate the change in allocation amounts on Policy 7.2 – Main Towns to gain clarification on the developments that have been included existing planning permissions.	Town Clerk	ASAP	Clerk contacted GNLP. Response received and circulated to the committee 16/11/2023 Matter Closed