



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 7th October 2024 at 10am** to consider the business detailed below.

Signed: *Clare Crane* - Town Clerk

Date: 2nd October 2024

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 2nd September 2024 (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 designate 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 applications received and ratify comments and verdict.](#) (copy herewith)
 - a) Application: [2024/2706](#)
Applicant: Mr Richard Perfitt
Location: 16 Old Market Place Harleston Norfolk IP20 9BE
Proposal: Replacement windows, door and driveway surface. Internal alterations. Removal of existing back door. Gas vent through external wall.

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/>

Application Type: Listed Building Consent
Please return comments by 17 October 2024.

- b) Application: [2024/2629](#)
Applicant: Mr Karl Mayhew
Location: 19 St Marys Close Harleston Norfolk IP20 9HS
Proposal: Demolition and re-build of rear extension
Application Type: Householder
Please return comments by 8 October 2024.
- c) Application: [2024/0409](#) [2024/0410](#)
Amended application received on 6th September 2024
Proposal: Rebuild of front boundary wall, installation of railings to coping of wall.
Replanting of hedge behind railings.
Location: 2 London Road Harleston Norfolk IP20 9BW
Applicant: Mr Daniel Green
Application Type: Listed Building Consent
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 the date of the next Planning and Development Committee meeting as Monday 4th November 2024 starting at 10am in the Meeting Room at the Memorial Leisure Centre.
11. 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.
12. To receive 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 5th August 2024

In Attendance: Councillors: John Graham, Michael Hardy, Paul MBA, Shelagh West

Also present: Clare Crane (Town Clerk) and Mrs Carolyn Malinowski (Planning Advisor)

Members of Public: no members of the public present

1) **Welcome**

Cllr Graham welcomed everyone to the meeting.

2) **To receive and consider accepting apologies from members unable to attend.**

No apologies needed.

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.**

None declared.

4) **To receive and approve the minutes of the last Planning and Development Committee meeting Monday 1st July 2024**

Mrs. Malinowski raised a concern in the July meeting that point 10 was not recorded accurately. Members agreed to keep the minutes as they are.

When the point is revisited during the August meeting, the discussion will be recorded again.

Minutes were agreed by the committee and signed and dated by the Chairman.

5) **To note progress on decisions made at the last meeting of the Planning and Development Committee**

Noted.

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). ¹**

Not required.

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

- 7) [To receive and consider the new planning applications received and ratify comments and verdict.](#) (copy herewith)
- a) **Application:** [2024/1239](#)
Applicant: Mr Hume
Location: 3 Candles Lane Harleston Norfolk IP20 9JA
Proposal: Variation of condition 2 of 2022/1818 - re-design
Application Type: Removal/Variation of Condition (S73 / S19)
The Town Council Planning Committee – Neutral
- b) **Application:** [2024/1958](#)
Applicant: Mrs Emma Gray
Location: 58 London Road Harleston Norfolk IP20 9BZ
Proposal: Replace front four windows and front door like for like in materials and style but double glazed
Application Type: Listed Building Consent
The Town Council planning committee refer the application to the Heritage Officer.
- c) **Application:** [2024/1986](#)
Applicant: Mr John Stokes
Location: Land West Of 15 Needham Road Harleston Norfolk
Proposal: Reserved matters for the approval of appearance, landscaping, layout and scale following Outline permission 2023/1505
Application Type: Reserved Matters
The Town Council Planning Committee refer this application to the decision of the case officer.
- d) **Application:** [2024/2025](#)
Applicant: Mr R Gamble
Application Type: Householder
Location: 13A Needham Road Harleston Norfolk IP20 9JY
Proposal: Single storey rear extension
The Town Council Planning committee wish to see the stipulations as set out in item BU13 of the Redenhall with Harleston Neighbourhood Plan Design Code applied.
- e) **Application:** [2024/2006](#)
Applicant: Mr F and Mrs J Wolski
Application Type: Householder
Location: Redenhall House Bungay Road Redenhall Norfolk IP20 9QW
Proposal: Single storey extension to existing annexe
The Town Council Planning committee wish to see the stipulations as set out in item BU13 of the Redenhall with Harleston Neighbourhood Plan Design Code applied.
- f) **Application:** [2024/2112](#)
Applicant: Mr Dean Stokes
Application Type: Householder
Location: 6 Mendham Lane Harleston Norfolk IP20 9DE
Proposal: Single storey extension, change external finishes, new gable end windows in the existing roof
The Town Council Planning committee wish to see the stipulations as set out in the Harleston

Conservation Area Character Appraisal and Management Guidelines and those set out in item BU13 of the Redenhall with Harleston Neighbourhood Plan Design Code.

- 8) To receive and note planning decisions made by South Norfolk and other planning authorities since the last meeting

Received and noted.

- 9) To receive and note the planning decisions which remain outstanding by South Norfolk and other planning authorities

Received and noted.

- 10) **To receive a notification from the Development Management Committee of the planning authority regarding application 2024/1089**

Proposal: Change of use from hairdressing salon to one bedroom dwelling & single storey extension

Location: 15A Wilderness Close Harleston Norfolk IP20 9DB

Applicant: Mrs Heidi Wooltorton

Application Type: Full Planning Permission

To note the Planning Committee agreed outside of a meeting that their attendance was not required.

Noted. This application was recommended for approval by the case officers. We are now awaiting the decision.

- 11) **To receive feedback from Cllr Hardy following the Broadland & South Norfolk Design Code online workshop for South Norfolk Parish & Town Councils**

Cllr Hardy reported attending a design code workshop hosted by Broadland and South Norfolk District Council. This was part of a series of online events focusing on key priorities for a design code for both districts. Cllr Hardy has not received any slides or supporting documentation since the workshop. The Clerk was asked to request these materials and once received, circulate them to the planning committee for their information.

Action: Town Clerk

Mrs. Malinowski received a consultation/survey on the district-wide Design Code for South Norfolk and Broadland districts. This process seeks input from local communities and stakeholders to shape the priorities, content, and structure of the Design Code. The Clerk was unaware of the survey. Mrs. Malinowski agreed to send the survey details to the Clerk, who will then circulate them to residents via the Town Council website and social media.

Action: Mrs. Malinowski

Action: Town Clerk

- 12) **To receive and note a report on the impact of the South of Spirketts Lane Development on Education Infrastructure and CIL Funding**

The Clerk provided background on the report's origins.

An action point from the 29th April 2024 Planning Meeting involved highlighting new information on the planning portal for application 2023/3610. This included a consultee comment emphasizing the need for school infrastructure funding through CIL. The Town Clerk was asked to explore different levels of CIL funding and the implications if these obligations cannot be met. The Clerk inquired with South Norfolk District Council (SNDC) about developer contributions to education. The response indicated that this development would not generate CIL for the Town Council or the Greater Norwich Growth Board (GNGB) pooled pot, and that the associated costs must be covered by alternative funding sources.

After receiving several clarifying emails from SNDC, the Clerk prepared a summary report, which was presented to the Planning and Development Committee.

The Town Council concluded that it is not their responsibility to lobby and recommended pushing the action plan back to the District Council. They stressed that infrastructure planning and monitoring of new developments should involve both SNDC and Norfolk County Council.

The key issues are:

- Do officers have a plan in place before approving applications?
- Are they considering applying to the Greater Norwich Growth Board?

The Clerk will send this communication back to SNDC to request a response.

Action: Town Clerk

- 13) **To receive and note the National ALC's new consolidated Planning Legal Topic Note, which provides guidance on local councils' planning powers and duties**

Received and contents noted.

- 14) **To note the date of the next Planning and Development Committee meeting as Monday 2nd September 2024 starting at 10am in the Meeting Room at the Memorial Leisure Centre.**

Noted. Cllr Mba sent his apologies in advance of the meeting.

Planning application 2023/3610 involves a residential development of 162 dwellings with associated access, parking, open space, landscaping, and surface water attenuation at Land South of Spirketts Lane, Harleston, Norfolk.

The Town Council submitted their comments in March 2024. Since then, additional consultees have provided feedback, leading to new questions and reasons for further comment.

The Clerk was asked to contact the case officer to determine if the Town Council will be formally reconsulted or if they can provide additional comments, given that the application is still under consideration and whether these comments will be considered.

Subject to the case officer's response, the Clerk should decide whether to include this application on the next Planning Committee agenda for further comments.

Action: Town Clerk

- 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) **To receive confidential reports relating to enforcement cases (for information only)**

Received.

Meeting ended at 11.15am

Signed

Dated

Planning and Development – Progress Report – 7th October2024

<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	29/04/2024 Item 11	GNLP	The committee agreed to wait until the final version was available on the GNLP website before deciding which sections they would like in hard copy.	Planning Committee	When the document becomes available	Outstanding
Planning	05/08/24 Item 14	2023/3610	The Clerk will contact the case officer for application 2023/3610 to determine if the Town Council can provide additional comments and if they will be considered, then decide whether to include the application on the next Planning Committee agenda.	Town Clerk	ASAP	Town Clerk emailed the request 7 th August 2024 Waiting Response
Planning	2/09/20204 Item 11	Infrastructure Planning	The Deputy Clerk was asked to respond to SNDC asking what the mechanism would be achieve this as it is believed that due to the housing mix of the development that CIL and S106 would not be sought.	Deputy Clerk	October meeting	Query sent to the planning officer. Waiting response
Planning	02/09/2024 Item 7d	Application 2024/2309	Following this item the Deputy Clerk was requested to ascertain if there were any plans to update the Conservation Area Character Appraisal and Management Guidelines to include new technologies such as ground source heat pumps.	Deputy Clerk	October meeting	Confirmed that at present there are no plans to update the guidelines. Matter Closed