

Planning Committee

Agenda 21 June 2024

10.00am

The King's Centre, 63-75 King Street, Norwich, NR1 1PH

John Packman, Chief Executive – Friday 14 June 2024

Under the Openness of Local Government Bodies Regulations (2014), filming, photographing and making an audio recording of public meetings is permitted. These activities however, must not disrupt the meeting. Further details can be found on the [Filming, photography and recording of public meetings](#) page.

Introduction

1. To receive apologies for absence
2. To receive declarations of interest (see [Appendix 1](#) to the Agenda for guidance on your participation having declared an interest in the relevant agenda item)
3. **To receive and confirm the minutes of the Planning Committee meeting held on 24 May 2024** (Pages 4-13)
4. To note whether any items have been proposed as matters of urgent business
5. Chairman's announcements and introduction to public speaking
Please note that public speaking is in operation in accordance with the Authority's [Code of Practice for members of the Planning Committee and officers](#).
6. Request to defer applications included in this agenda and/or vary the order of the agenda

Planning and enforcement

7. **To consider applications for planning permission including matters for consideration of enforcement of planning control:**
 - 7.1. BA/2024/0128/FUL - Willow Marine, Riverside Estate, Brundall (Pages 14-23)
 - 7.2. BA/2024/0196/COND - Moorings Opposite Thurne Dyke Windpump, Thurne Dyke, Ludham (Pages 24-31)
8. **Enforcement update** (Pages 32-38)
Report by Head of Planning

Policy

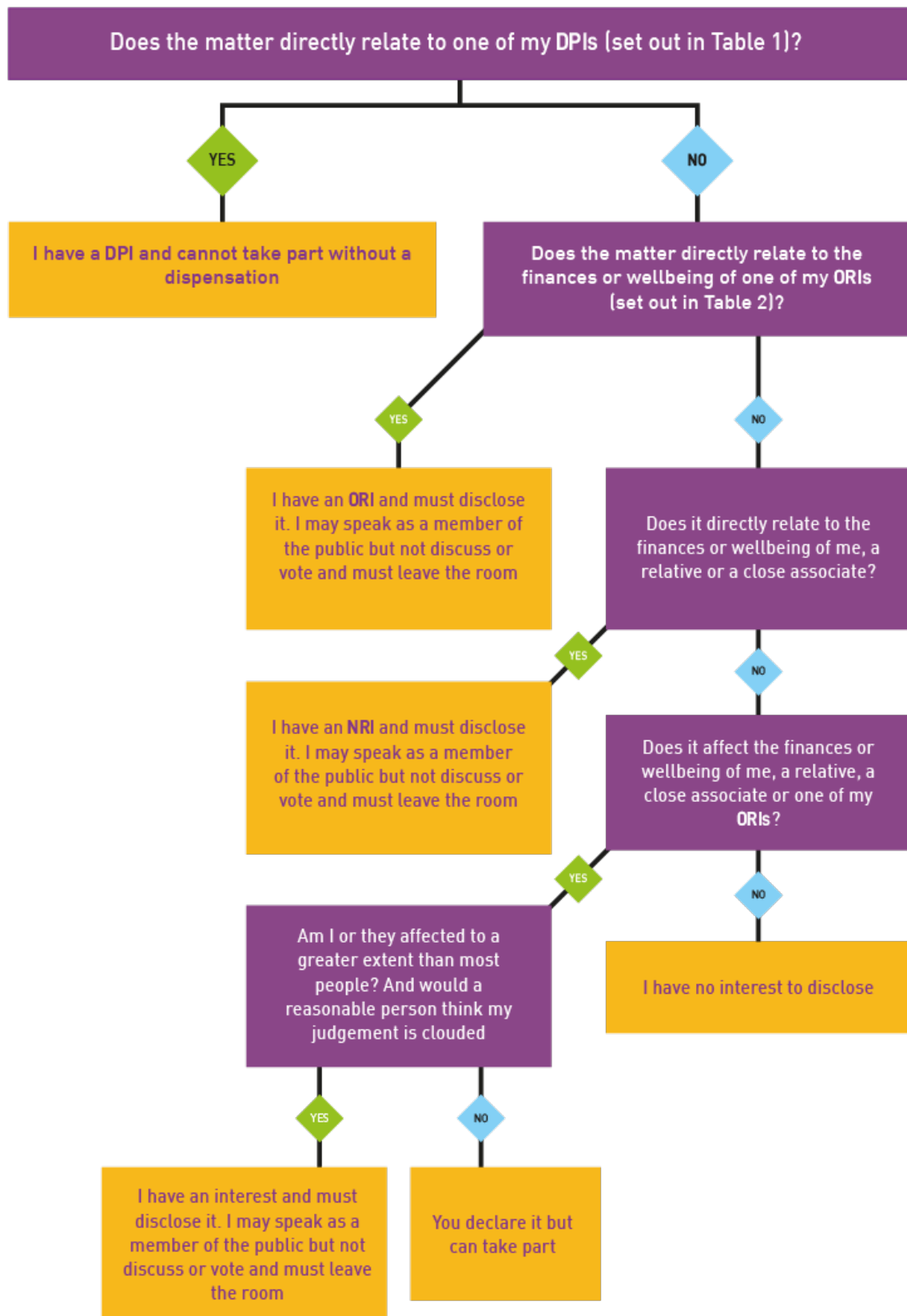
9. **Thorpe St. Andrew Neighbourhood Plan – adoption** (Pages 39-40)
Report by Planning Policy Officer
10. **Geldeston and Gillingham Neighbourhood Plan – area designation consultation**
(Pages 41-43)
Report by Planning Policy Officer
11. **Consultation responses** (Pages 44-47)
Report by Planning Policy Officer
12. **Local Plan – Preparing the publication version** (Pages 48-51)
Report by Planning Policy Officer
13. **Local Validation List – update for Biodiversity Net Gain** (Pages 52-59)
Report by Planning Consultant

Matters for information

14. **Appeals to the Secretary of State update** (Pages 60-64)
Report by Head of Planning
15. **Decisions made by Officers under delegated powers** (Pages 65-68)
Report by Head of Planning
16. **To note the date of the next meeting – Friday 19 July 2024 at 10.00am at The King's Centre, 63-75 King Street, Norwich, NR1 1PH**

For further information about this meeting please contact the [Governance team](#)

Appendix 1 – Extract from the Local Government Association Model Councillor Code of Conduct



Planning Committee

Minutes of the meeting held on 24 May 2024

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Present

Harry Blathwayt – in the Chair, Bill Dickson, Tony Grayling, James Harvey, Martyn Hooton, Tim Jickells, Kevin Maguire, Leslie Mogford, Melanie Vigo di Gallidoro and Fran Whymark

In attendance

Natalie Beal – Planning Policy Officer, Jason Brewster – Governance Officer, Nigel Catherall – Planning Officer, Ruth Sainsbury – Head of Planning and Cally Smith – Planning Consultant

Members of the public in attendance who spoke

No members of the public in attendance.

1. Apologies and welcome

The Chair welcomed everyone to the meeting. It was noted that Cally Smith had retired from the Head of Planning (HoP) position and was now supporting the planning team on a part-time consultancy basis. The Chair thanked Cally for her unwavering support to him and the committee and acknowledged the commitment, determination, courage and tenacity she had brought to the HoP role. Her in depth and expansive knowledge of planning within the Broads would be missed and the Chair was pleased that her expertise was still available to the planning team for a little while longer. The Chair welcomed Ruth Sainsbury, as the new HoP, to the committee.

Apologies were received from Stephen Bolt and Vic Thomson.

Openness of Local Government Bodies Regulations 2014

The Chair explained that the meeting was being audio-recorded. All recordings remained the copyright of the Broads Authority and anyone wishing to receive a copy of the recording should contact the Governance Team. The minutes remained the record of the meeting. He added that the law permitted any person to film, record, photograph or use social media in order to report on the proceedings of public meetings of the Authority. This did not extend to live verbal commentary. The Chair needed to be informed if anyone intended to photograph, record or film so that any person under the age of 18 or members of the public not wishing to be filmed or photographed could be accommodated.

2. Declarations of interest and introductions

Members indicated that they had no further declarations of interest other than those already registered.

3. Minutes of last meeting

The minutes of the meeting held on 26 April 2024 were approved as a correct record and signed by the Chair.

4. Matters of urgent business

There were no items of urgent business

5. Chair's announcements and introduction to public speaking

No members of the public had registered to speak.

6. Requests to defer applications and/or vary agenda order

No requests to defer or vary the order of the agenda had been received.

7. Applications for planning permission

The Committee considered the following applications submitted under the Town and Country Planning Act 1990 (also having regard to Human Rights), and reached the decisions set out below. Acting under its delegated powers, the Committee authorised the immediate implementation of the decisions.

The following minutes relate to additional matters of information or detailed matters of policy not already covered in the officer's report, which were given additional attention.

BA/2024/0115/FUL - Staithe Marsh House, Stalham

Change from 1 x 1-bed and 1 x 3-bed to 2 x 1-bed holiday lets, part change of use to Treatment Rooms including new yurt, changes to openings and new balcony.

Applicant: Richardsons Leisure Ltd

The Planning Officer (PO) provided a detailed presentation of the application that would involve altering the property, reducing the holiday let provision from 1 x 3-bed and 1 x 1-bed to 2 x 1-bed holiday lets, with the remaining space to be used as 3 treatment rooms, supplemented with a yurt in the rear garden providing a relaxation space for activities such as yoga. The existing 1-bed holiday unit would be retained at first floor level only and still accessed externally but via a new staircase to a balcony which would be sited to the rear wall of the rear projection of the dwelling. The proposed 1-bed unit would utilise the centre of the property, effectively the ground floor of the original 2-storey and half of the first floor. The treatment rooms would occupy the entire single storey side/rear extension. The yurt would be sited to the south-eastern corner of the site.

The site was located on the road named The Staithe located in the Stalham Staithe area and was within the Stalham Conservation Area. The subject site was to the north-western corner of the Richardsons Stalham site although it was clearly demarcated from the Richardsons site by virtue of its boundary treatments and access.

The PO indicated that the application was before the committee as the applicant was a Member of the Navigation Committee.

The presentation included a location map, two site maps at differing scales, the site marked within a map of the Stalham Conservation Area, an aerial photograph showing the site boundary, a photograph of the front of property taken from the road, a photograph taken from the road showing the separation between the property and the Old Granary, a photograph of the rear of the property showing the existing metal staircase, a photograph taken from the southern boundary to the rear of the property looking north, a plan diagram of

the site showing the location of the yurt and proposed planting, a diagram of the north-west elevation of the yurt, a diagram showing the existing ground and first floor plan views with equivalent views depicting the proposed changes, a diagram depicting the existing south-west and south-east elevations and the equivalent elevations with the proposed changes marked, a photograph of the rear of the property, a photograph of the rear of the Old Granary and a photograph taken from the top of the existing staircase looking north-west showing an area to the rear of the Old Granary and its boundary with the Museum of the Broads.

Since the report had been published a further representation had been received from the Museum of the Broads. They had raised no objection with the application; however, they had concerns regarding possible additional on road parking arising from the site and asked whether Richardsons Leisure could provide parking from their adjacent site.

In assessing the application, the PO addressed the key issues of principle of development, the appearance of the alterations, the impact on neighbouring amenity and the impact on highways.

The PO explained that the retention of two holiday lets was in keeping with its existing use and this development was considered acceptable in principle.

The surrounding area of the site was a mix of residential and commercial properties and the proposed conversion of part of the property as treatment rooms was considered to be in character with the Stalham Staithe area. This new use was considered to be a low key provision and was not deemed to be an over-extensive use of the site.

The majority of the proposed alterations to the external appearance of the buildings, consisting mainly of changes to openings, were considered to be modest. The changes to the rear of the building relating to the provision of the first floor balcony and its staircase access from the ground floor would not alter the form of the building and were considered acceptable in design terms.

The Authority's Historic Environment Manager had raised no objection to the external alterations to the property or the yurt and these changes were not considered to be detrimental to the Conservation Area.

The provision of the balcony would increase the potential for overlooking of the neighbouring property's garden space. To mitigate this loss of privacy it was proposed to include a privacy screen to the side of the balcony.

The yurt was considered to be modest in size, measuring 6.5m in diameter and 3.7m in height, and would be situated 23m away from the boundary with the neighbouring residential property. Given the size of the yurt, its distance from the neighbouring property and its stated purpose as "a relaxation space" the yurt would not have an unacceptable impact on neighbouring amenity.

Richardsons Leisure would provide parking at their adjacent site and would notify anyone booking the holiday lets and treatment rooms of this off-site parking.

The Highways Authority had raised no objection to the proposal subject to its usage being by appointment only.

The PO recommended that planning permission be granted subject to conditions detailed in section 8.1 of the report with an amendment to condition vi to limit the yurt's purpose to a yoga and relaxation space.

In response to a question the PO confirmed that restricting the site's parking to the adjacent site was not within the scope of planning. The PO explained that the situation regarding parking arrangements related to the site's existing use and Richardsons would not seek to jeopardise relations with their neighbours.

It was noted that no representations had been received from neighbouring properties and that the Old Granary was a holiday let.

Members supported the application for being consistent with existing uses within the area and for its admirable use of an old building.

Tim Jickells proposed, seconded by Leslie Mogford and

It was resolved unanimously to approve the application subject to the following conditions:

- i. Time limit**
- ii. In accordance with plans**
- iii. Short term holiday use only, register of bookings**
- iv. Treatment rooms by appointment only and 1 to 1 treatments only**
- v. Treatment rooms and yurt opening hours 8am to 7pm Monday to Saturday only (as per application form)**
- vi. The use of the yurt shall be for yoga and a relaxation space only, by appointment only, no music**
- vii. Yurt used in connection with this business/site only and no separate use**
- viii. Screen planting shown on approved plan P04 Rev.C as 'Proposed Planting / Vegetation To Provide Natural Screening To Yurt' shall be planted prior to first use of yurt**
- ix. Balcony privacy screen to be installed prior to first use of holiday let**
- x. Provision of woodcrete bat box**
- xi. Provision of woodstone house sparrow nest box**

8. Enforcement update

Members received an update report from the Planning Consultant (PC) on enforcement matters previously referred to the Committee. Further updates were provided at the meeting for:

Land at the Beauchamp Arms Public House (Unauthorised static caravans)

At the Hearing, held at Norwich Crown Court on 14 May 2024, the Judge had heard the defendants' grounds for dismissal and ruled against dismissal. The Judge was satisfied that there was enough evidence to support a prosecution and the three defendants (the operating company, the company director and a person of significant control) all pleaded not guilty. The trial date was set for 23 June 2025 with a pre-trial hearing scheduled for 9 June 2025.

Holly Lodge, Church Loke, Coltishall (Unauthorised replacement windows in listed building)

The PC indicated that discussions were ongoing and it was still the intention to resolve this matter without recourse to serving the previously agreed Enforcement Notice if possible.

9. Reedham Neighbourhood Plan – proceeding to referendum

The Planning Policy Officer (PPO) introduced the report, which sought approval for the Reedham Neighbourhood Plan proceeding to referendum. The Plan had been subject to an independent examination and endorsed, with some changes, for referendum. The PPO noted that two proposed local plan policies had been deleted at the request of the Examiner.

Fran Whymark proposed, seconded by Bill Dickson and

It was resolved unanimously to support the Examiner's report and support the Reedham Neighbourhood Plan proceeding to referendum.

10. Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan – Agreeing to consult

The Planning Policy Officer (PPO) introduced the report, which sought agreement for public consultation to go ahead on the Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan.

Tony Grayling proposed, seconded by Martyn Hooton and

It was resolved unanimously to endorse the Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan, Regulation 16 version for consultation.

11. Hoveton Neighbourhood Plan – Area designation consultation

The Planning Policy Officer (PPO) introduced the report, which detailed the application by Hoveton Parish Council to become a neighbourhood area.

A Member expressed their disappointment that an agreement to share the work and costs of producing a neighbourhood plan, that incorporated Wroxham, had not been secured by Hoveton and Wroxham Parish Councils.

Fran Whymark proposed, seconded by James Harvey and

It was resolved unanimously to endorse the designation of Hoveton as a neighbourhood area.

12. Can Float and Do Float Buildings and the Broads

The Planning Policy Officer (PPO) presented the report which provided an update on the Floating Buildings topic paper previously discussed at committee on 2 February 2024. The PPO had completed an investigation into applications at Eel Pie Island on the River Thames and a summary of these applications could be found at appendix 1 of the report. This analysis had revealed that since the early 2000s, in accordance with new (at the time) restrictions imposed by national flood risk policy, no net new dwellings had been permitted on this site. The PPO indicated that only replacement homes had been permitted since this tightening of national flood risk policy, which were permissible as they equated to no net change to the site's flood risk. The PPO had incorporated this analysis into the Floating Buildings topic paper and explained that the conclusion of this topic paper would remain unchanged i.e. the promotion of floating buildings was contrary to national flood risk policy and would not be supported by the Broads Local Plan. The PPO had also investigated the can float dwelling at Brundall Riverside and this had been permitted in the early 2000s, again before flood risk rules were tightened.

A Member spoke in favour of floating buildings in the Broads highlighting their improved appearance and accessibility in comparison with existing solutions where waterside properties were being propped up to mitigate flooding. The PPO responded that applications to replace existing waterside buildings with a floating equivalent would be considered and the Authority would seek additional improvements to mitigate flood risk.

Leslie Mogford proposed, seconded by Martyn Hooton and

It was resolved unanimously to endorse the Floating Buildings topic paper.

13. Five year review of the 2019 Local Plan

The Planning Policy Officer (PPO) presented the report which provided a review of the 2019 Broads Local Plan at its five year milestone. The PPO explained that this review responded to standard questions within a template provided by the Planning Advisory Service. The review reflected the fact that the 2019 Local Plan was completed as per the 2012 National Planning Policy Framework transitional arrangements. The PPO summarised that the housing need had changed since the 2019 Local Plan was adopted and that the Local Plan policies were being reviewed in preparation for a new Local Plan submission in June 2025. The PPO emphasised that the reason for the current review of the Local Plan was not because there were issues with the currently adopted Local Plan. The review of the Local Plan was an undertaking that

was agreed when the Local Plan was adopted and was commensurate with the National Planning Policy Framework that stated that a local plan review should take place “at least once every five years”.

Tony Grayling proposed, seconded by Tim Jickells and

It was resolved unanimously to endorse the five year review of the 2019 Local Plan.

14. Broads Local Plan Local Development Scheme

The Planning Policy Officer (PPO) presented the report which sought approval for a revised timeline for producing the Local Plan, known as the Local Development Scheme, in readiness for its submission to the Examiner in June 2025. The PPO indicated that the timeline for the East Norwich Masterplan Supplementary Planning Document (SPD) had been revised. This SPD was expected to be adopted during the first three months of 2025 (and not March to July 2024 as indicated in appendix 1 of the report).

The PPO indicated that the recently completed Local Plan Preferred Options consultation had elicited 700 comments. Members were concerned about the resulting scale of possible rework to the Local Plan and were keen that adequate time was provided for Members to review any reworking of the Local Plan policies. The PPO responded that, based on her understanding of the comments reviewed so far, she did not anticipate any fundamental changes to the Local Plan. The PPO reminded Members that they had already undertaken substantial reviews of each part of the Preferred Options version of the Local Plan and therefore the remaining review effort would be considerably reduced. The PPO indicated that any new policies and evidence base would come before Planning Committee, but not each section as was the process for the Preferred Options. It was anticipated that around November, a marked up version of the Local Plan would come to committee for approval to consult. Further information on managing the next phase of changes to the Local Plan would be presented in a report for the next Planning Committee meeting.

Tim Jickells proposed, seconded by Bill Dickson and

It was resolved unanimously to endorse the Broads Local Plan Local Development Scheme.

15. Circular 28/83 Publication by Local Authorities of information about the handling of planning applications – Q1 (1 January to 31 March 2024)

The Planning Consultant (PC) introduced the report, which provided the development management statistics for the quarter ending 31 March 2024. The PC highlighted that all major and minor applications had been determined within statutory timescales or within an agreed extension of time (EOT) as shown in table 2 (of the report) and exceeded the national performance indicators as shown in table 3 (of the report).

The PC noted the good results and provided further analysis in the context of the new EOT national targets to be implemented 1 October 2024 (as discussed at Planning Committee 26

April 2024). The PC indicated that minor applications EOT performance¹ was 37.5%, other applications EOT performance² was 44.4%³ providing an aggregated EOT performance of 41.9%. The new minor and other applications EOT national target would be 40% and the performance in quarter one 2024 would have failed to achieve this target. The new EOT national target for major applications would be reduced to 50%. Only one EOT would be permissible for all application types.

The PC explained that the planning team had begun to implement new routines to ensure that EOT usage improved in the coming months to ensure compliance with the new national targets. The following changes, targeted for 1 July 2024, would need to be implemented:

- The planning team would insist on all necessary information being supplied before validating an application.
- The process regarding consultations and amendments would have to be tightened up and it was likely that only one round of amendment and re-consultation would be permitted.

The PC confirmed that all agents and applicants who regularly interact with the Authority would be notified of the finalised changes beforehand. The Head of Planning highlighted that the new EOT measures were being applied nationally therefore agents and applicants would be receiving similar messages from other Local Planning Authorities. In response to a question the PC indicated that the planning information available on the Authority's website would be updated accordingly.

The report was noted.

16. Customer Satisfaction Survey 2024

The Planning Consultant (PC) introduced the report that analysed responses to a questionnaire issued to all planning applicants who received a decision in the first quarter of 2024. The PC highlighted that the average marks for all five assessment categories were greater than 4.5 (out of 5). The low number of respondents warranted a degree of caution when interpreting the results however, given the greater motivation of respondents when they received poor customer service, the positive marks were indicative that on the whole customers were satisfied with the service they received.

The report was noted.

¹ Minor applications EOT performance derived from table 4 in appendix 2 of the item 15 report.

² Other applications EOT performance derived from table 4 in appendix 2 of the item 15 report.

³ At the meeting the Other applications EOT performance figure was quoted as 46.7% however this incorrectly included data associated with Certificates of Lawful Development which is excluded from these measures (as per footnote 4 of table 3 in appendix 2 of the item 15 report).

17. Appeals to the Secretary of State

The Committee received a schedule of appeals to the Secretary of State since the last meeting. The Planning Consultant highlighted that three appeal decisions had been received all of which had been dismissed.

18. Decisions made by officers under delegated powers

The Committee received a schedule of decisions made by officers under delegated powers from 15 April 2024 to 10 May 2024 and two Tree Preservation Orders confirmed within this period.

19. Date of next meeting

The next meeting of the Planning Committee would be on Friday 21 June 2024 10.00am at The King's Centre, 63-75 King Street, Norwich, NR1 1PH.

The meeting ended at 11:23am.

Signed by

Chair

Planning Committee

21 June 2024

Agenda item number 7.1

BA/2024/0128/FUL- Willow Marine, Riverside Estate, Brundall

Report by Planning Officer

Proposal

Reconfiguration of marina, demolition of 6 miscellaneous sheds, removal of caravan.

Installation of 75m long floating pontoon and 9 associated finger jetties. Car park resurfacing and creation of landscaped mound.

Applicant

Mr Daniel Thwaites

Recommendation

Approval subject to conditions

Reason for referral to committee

Applicant is a member of Navigation Committee

Application target date

03 June 2024

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1. Description of site and proposals

- 1.1. The subject comprises a modest sized marina and boatyard located in the Riverside Estate area of Brundall, access to which from Brundall is via Station Road and across the railway line. The road known as Riverside Estate leads directly south/south-west from Station Road, it generally comprises riverside chalets to the west side (River Yare side) and a variety of marine businesses to the east side (Hobrough's Dyke side). The subject site was formerly the home of Willow Marine, providing moorings and boatyard services including chandlery and boat repairs. It appears that in recent times the site has been providing moorings and support services only.
- 1.2. The site currently features 7 structures comprising 6 sheds of varying sizes and 1 static caravan. Three of the structures are sizeable timber sheds in a line with ends facing the road, with 2 of these fronting the marina area, although only 1 has the appearance of a boat workshop. The other 3 structures comprise a timber chalet type building (former toilet and shower provision) sited approximately halfway down the marina area adjacent to which is a domestic garden sized shed, and a domestic garden sized shed sited next to the static caravan, both adjacent to the road. One thing all the buildings have in common is their obvious poor state of repair with repairs over the years, often with different materials, buildings subsiding, and sagging eaves.
- 1.3. The existing marina area has moorings for up to 20 boats stern-on, accessed via timber walkways and finger jetties. A small section of the site beyond the former toilet and shower building is laid to lawn, the remainder of the site is hard surfaced.
- 1.4. The proposal is effectively for two elements: firstly, the reconfiguration of the marina area including the installation of a 75m long floating pontoon and 9 associated finger jetties; secondly the demolition of the 6 sheds, removal of the caravan, extension of the

grassed area alongside the marina area, car parking provision in the area of the demolished sheds, and a low level spoil mound adjacent to the road.

- 1.5. The existing mooring provision is up to 20 boats; the reconfigured marina would provide mooring for up to 19 boats.

2. Site history

- 2.1. In 2019 planning permission was granted to replace approximately 90m of quay heading, re-profile the mooring area and replace with quay heading and floating pontoon. Planning reference BA/2019/0402/FUL.
- 2.2. In 2004 retrospective planning permission was granted for 5 additional moorings. Planning reference BA/2004/3881/HISTAP.
- 2.3. In 2003 retrospective planning permission was granted for the erection of a sectional workshop (9.7m x 5.8m base steel girders on concrete blocks). Planning reference BA/2003/3900/HISTAP.
- 2.4. In 2004 planning permission was granted for the re-alignment of quay heading and new moorings. Planning reference BA/2000/4120/HISTAP.

3. Consultations received

District Member

- 3.1. This application can be determined by the Head of Planning (delegated decision).

Environment Agency

- 3.2. Thank you for your re-consultation dated 30 May 2024. We have reviewed the submitted Dice Environmental Phase 1 Geo-Environmental Report, dated 29 May 2024 and referenced 101408, and consider it that it satisfactorily addresses our earlier concerns.

Subject to the conditions set out in our response, we therefore withdraw our previous objection, dated 30 April and referenced AE/2024/129414/01-L01. Without these conditions, the proposed development on this site poses an unacceptable risk to the environment and we would object to the application.

Broadland District Council Environmental Quality Team

- 3.3. I write on behalf of the Environmental Quality Team in reply to your consultation regarding the above planning application. Having reviewed the application documentation, we now consider that part 1 of the proposed contaminated land conditions is no longer required. All other recommended conditions (set out in response dated 18 April 2024) are still considered to be required.

BA Ecologist

- 3.4. A Preliminary protected species survey was carried out in May 2024. The six sheds and a caravan at Willow Marina were assessed to be of NEGLIGIBLE potential value to

roosting bats and consequently no further survey work is considered necessary prior to the proposed works. The presence of nesting birds in areas to be impacted was considered unlikely.

Planning conditions proposed including submission of a Pollution Prevention Plan and a Construction Management Plan, along with suggested biodiversity enhancements.

BA Project Support Officer

- 3.5. No impact on Navigation Channel.

4. Representations

- 4.1. None received.

5. Policies

- 5.1. The adopted development plan policies for the area are set out in the [Local Plan for the Broads](#) (adopted 2019).

- 5.2. The following policies were used in the determination of the application:

- DM5 - Development and Flood Risk
- SP4 - Soils
- DM13 - Natural Environment
- DM16 - Development and Landscape
- DM18 - Excavated material
- DM21 - Amenity
- SP11 - Waterside Sites
- DM26 - Protecting General Employment
- DM28 - Development on Waterside Sites
- DM31 - Access to the Water
- DM33 - Moorings, mooring basins and marinas.
- DM43 - Design
- DM46 - Safety by the Water
- BRU2LP - Riverside Estate Boatyards, etc.

- 5.3. Material considerations

- National Planning Policy Framework
- Planning Practice Guidance

- Environmental Protection Act 1990

6. Assessment

- 6.1. The proposal is for the reconfiguration of the marina area including the installation of a 75m long floating pontoon and 9 associated finger jetties, and the demolition of 6 sheds, removal of the caravan, and various landscaping works. The main issues in the determination of this application are the principle of development, the design and appearance of the pontoon, jetties, car parking area and landscaping, residential amenity, ecological issues, flood risk, and site contamination.

Principle of development

- 6.2. The site is adjacent to the former Eastwood Marina site which now forms part of the wider Barnes Brinkcraft group under the Norfolk Boat Sales (NBS) banner. The company has recently acquired the site and is seeking to amalgamate this into the wider NBS site. The two sites share the existing mooring area, of the 4 rows of moorings 3 are in the NBS site and 1 in the subject site, with the water space between the moorings a shared element.
- 6.3. The current principal use of the subject site for mooring provision would be maintained and improved. Whilst there would be the loss of some support services such as shower provision, these are provided at the adjacent NBS site and so would not represent a loss of overall provision. There would also be the loss of repairs and service provision. Although it is understood that in recent years this has become a low key and more informal provision, it still contributes to the boatyard use of the site alongside the existing moorings. Again, the adjacent NBS site provides service and repair facilities, taking into account the amalgamation of the subject site into the NBS site the existing services are maintained overall. The proposal is therefore considered to be acceptable in principle with regard to Policies SP11, DM26, DM28, and BRU2 of the Local Plan for the Broads.

Impact on the landscape

- 6.4. The site has a tired appearance, all the buildings are in some state of disrepair or have clearly been patched up to elongate their life. The combination of materials highlights the ad hoc nature of repairs and gives an indication of the inability to carry out meaningful repairs given the overall state of the buildings. When visiting the site, the former owner demonstrated how rotten essential supporting elements of the buildings had become. Given the state of these buildings their removal would be to the benefit of the appearance of the site overall. Along with the improvements to the landscaping of the site it is considered that the proposal and its appearance in the wider landscape and river scene would be acceptable. The boatyards to the eastern side of the Riverside Estate access road comprise a mix of sites with many buildings, sites with a lesser building provision, and the occasional site with no buildings or only garden sheds, as such the presentation of the site without buildings would not be out of keeping or character with this location.

- 6.5. The proposal includes the provision of a 75m long floating pontoon and 9 associated finger jetties. The existing basin would be widened so that the outside edge of the proposed pontoon would be on the same line as the existing mooring basin edge. At the top end of the basin a modest size area of land would be removed to allow for a more regularised basin shape and sufficient mooring space taking into account the length of the pontoon. The 9 finger jetties would effectively replicate the existing finger jetties at the site. The appearance of the pontoon and jetties is considered acceptable in an urban boatyard setting such as this and would complement an existing pontoon and jetties on the adjacent NBS site.
- 6.6. The majority of the existing site is hardsurfaced, with only a modest grassed area at the eastern end of the site. The proposal would include a grassed area on the retained land running parallel to the full length of the proposed floating pontoon. The area of land at the western end of the site, currently occupied by buildings and a small parking area, would be divided between parking provision and a low landscaped spoil mound, proposed to match the mound existing at the adjacent NBS site. This is a notably low feature that adds definition to the site boundary and car park edge and does help to green this area of the site. The proposed landscape changes are fairly low key but would improve the appearance of the site and are therefore considered acceptable. The proposal is therefore considered to be acceptable with regard to Policy DM16 of the Local Plan for the Broads.

Amenity of residential properties

- 6.7. There are residential properties in holiday use on the opposite side of the Riverside Estate access road,; there is limited separation to the properties with buildings set close to the road with a principal elevation and amenity space on the opposite side adjacent to the river. Whilst there would be some noise and disturbance during demolition and construction works, it is considered that the inclusion of a construction management plan would ensure that there would not be an undue impact on the amenity of residents at the adjacent sites. The proposal is therefore considered to be acceptable with regard to Policy DM21 of the Local Plan for the Broads.

Ecology

- 6.8. The BA ecologist assessed the proposal and requested a preliminary roost assessment to ensure that the buildings were not providing bat roosts. The submitted survey confirmed negligible potential value to roosting bats. The presence of nesting birds in areas to be impacted was considered unlikely. Provision of a Pollution Prevention Plan and a Construction Management Plan was requested by the BA ecologist. These can be required by planning condition, subject to which the proposal is considered to be acceptable with regard to Policy DM13 of the Local Plan for the Broads.

Flood risk

- 6.9. The Environment Agency (EA) confirmed that the proposal is for 'water compatible' development and does not raise an objection on flood risk grounds. The EA notes that

there may be users of the marina facilities present during a flood event and as such an Emergency Flood Plan should be provided.

- 6.10. The EA noted that the development includes the provision of an earth mound on the site using spoil excavated as part of the pontoon works. Several existing structures at the site will be removed which have a greater footprint than the proposed mound. As a result, it is considered that the extension of the small earth mound will not result in a net loss of floodplain storage, nor obstruct floodwater flows greater than the existing scenario. Therefore, compensatory floodplain storage will not be required. The proposal in relation to flood risk is therefore considered to be acceptable with regard to Policy DM5 of the Local Plan for the Broads.

Site contamination

- 6.11. Consultation responses from the EA and the District Council Environmental Quality Team (EQT) highlighted the preceding use of the site and the potential for contamination. The EA have stated that the use as a boatyard presents a medium risk of contamination that could be mobilised during construction to pollute controlled waters. A Phase 1 Geo-Environmental Report was submitted by the applicants, and following consultee comments a revised report (version 2) was submitted. The report has been considered by the EA and EQT who have confirmed that a potential unacceptable risk from contamination has been identified and recommend that any grant of planning permission should include the conditions regarding Site Investigation and potential need for provision of a Remediation Method Statement. Subject to the inclusion of the conditions specified by the EA and EQT the proposed development is considered acceptable with regard to Policy SP4 of the Local Plan for the Broads, NPPF, PPG, and Environmental Protection Act 1990.

7. Conclusion

- 7.1. The proposed reconfiguration of the marina, demolition of 6 miscellaneous sheds, removal of a caravan, installation of a 75m long floating pontoon and 9 associated finger jetties, car park resurfacing and the creation of a landscaped mound is considered to be acceptable in principle taking into account the retention of the existing principal use of the site, and its amalgamation into the adjacent site which provides service and repair facilities. The proposed changes to the appearance of the site are acceptable. There would be no adverse impact on ecology and biodiversity, flood risk, or the amenity of neighbouring residents. Potential risk from contamination has been identified but subject to appropriate conditions can be adequately addressed. Consequently, the application is considered to be in accordance with Policies DM5, SP4, DM13, DM16, DM18, DM21, SP11, DM26, DM28, DM43, and BRU2 of the Local Plan for the Broads, along with the National Planning Policy Framework.

8. Recommendation

8.1. That planning permission be granted subject to the following conditions:

- i. Standard time limit
- ii. In accordance with approved plans
- iii. Submission of Construction Management Plan
- iv. Submission of Pollution Prevention Plan
- v. Submission of a site investigation scheme and a full risk assessment, based on the preliminary risk assessment (Phase 1 Geo-Environmental Report)
- vi. Submission of detailed remediation scheme, if the site investigation scheme and full risk assessment (under condition 5) identifies a need for remediation
- vii. Where a remediation scheme is submitted and approved under condition 6, the approved remediation scheme must be carried out in accordance with its terms prior to the commencement of groundworks. The Local Planning Authority shall be given prior written notification of commencement of the remediation scheme works.
- viii. Following the completion of any approved remediation scheme, prior to first use of the site submission of a verification report that demonstrates the effectiveness of the remediation carried out shall be produced.
- ix. Process if contamination not previously identified is found to be present.
- x. Any imported topsoil and subsoil for use on the site, evidence that soil is appropriate for use, prior to first use of the site.
- xi. Provision of silt curtain and use of bunding to prevent excavated soil/sediment from leaching back into the watercourse.
- xii. Provision of bunding around any spoil excavated and the newly landscaped "wildlife habitat".
- xiii. Submission of flood response plan.
- xiv. Works to cease if any bats are disturbed/roosting evidence is recorded during works.
- xv. Works to cease if any nesting birds are encountered during works.
- xvi. Provision of one woodcrete bat box or summer roost/nursery (Schwegler) bat boxes.
- xvii. Provision of one woodcrete nest box (27mm) and one woodcrete nest box (30mm x 45mm).
- xviii. No external lighting without agreement in writing.

9. Reason for recommendation

- 9.1. The proposal is considered to be in accordance with Policies DM5, SP4, DM13, DM16, DM18, DM21, SP11, DM26, DM28, DM43, and BRU2 of the Local Plan for the Broads, and the National Planning Policy Framework (2023) which is a material consideration in the determination of this application.

Author: Nigel Catherall

Date of report: 11 June 2024

Background papers: BA/2024/0128/FUL

Appendix 1 – [Location map](#)

Appendix 1 – Location map

BA/2024/0128/FUL - Willow Marina, Riverside Estate, Brundall, NR13 5PL



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Planning Committee

21 June 2024

Agenda item number 7.2

BA/2024/0196/COND- Moorings Opposite Thurne Dyke Windpump, Thurne Dyke, Ludham

Report by Planning Officer

Proposal

Reduced clubhouse size, variation of condition 2 of permission BA/2020/0047/FUL

Applicant

Mr Jamie Bennett

Recommendation

Approve with conditions

Reason for referral to committee

Director's discretion - a staff member is on the committee of the sailing club

Application target date

16 July 2024

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1. Description of site and proposals

- 1.1. The East Anglian Cruising Club (EACC) site is located on the west bank of the River Thurne opposite Thurne Dyke Windpump, also known as Thurne Dyke Drainage Mill a Grade II* Listed, which is sited adjacent to the entrance to the staithe at Thurne. The EACC site is broadly a rectangular shape, comprising a mooring basin, an area of lawn with a domesticated appearance, with the remainder of the site largely a reeded fen. The area of lawn currently has a picnic table in the middle, and to the rear of the site a storage shed which was approved under planning reference BA/2020/0047/FUL, adjacent to which is a metal storage box. In addition to the mooring basin the site has a further mooring cut at the southern end of the site, one side of which forms part of the adjacent property.
- 1.2. The EACC site is only accessible from the river, although the more intrepid may consider crossing the reeded fen on foot; there is some sign that this has been done on occasion. To the north of the site is reeded fen, along the western boundary is a floodbank atop which also provides a footpath.
- 1.3. Opposite Thurne Dyke Windpump and the village staithe are four plots fronting the river with a domesticated appearance; this comprises the subject site at the northern end followed by three consecutive sites heading south. Each of the three sites features a chalet or day hut, two of these have a sizeable mooring cut, the exception being the site adjacent to the subject site.
- 1.4. To the north and south of this small band of development are areas of reed between the river and the floodbank. This is the general appearance of the banks of the River Thurne in this location, the only exceptions being the development around the village staithe entrance. Approximately 45 metres north of the village staithe, and to the east of the river is the Shallam Dyke Marshes Site of Special Scientific Interest, the Broad

Special Protected Area and Ramsar Site and the Broadland Special Area of Conservation. To the west of the subject site is a large open area of grazing marsh.

- 1.5. The application is for a variation of condition 2 of planning permission BA/2020/0047/FUL which was for a new clubhouse and a new storage shed. The approved storage shed has been provided and the permission is extant. The applicants are now seeking to provide a smaller version of the approved clubhouse structure, with overall a matching appearance.
- 1.6. The clubhouse has the overall appearance of a day hut or summerhouse.
 - The approved clubhouse was for a structure with a width of 8.15m fronting the river, a depth of 5.1m, with a pitched roof to a maximum height of 4.35m, falling to 2.65m at eaves.
 - The proposed amended clubhouse would have a width of 7.4m fronting the river, a depth of 4.7m, with a pitched roof to a maximum height of 3.65m, falling to 2.2m at eaves.

The materials proposed are the same as for the approved clubhouse, this being black featheredged timber boarding for the walls, heritage green speeddeck profile steel sheets for the roof, and white painted timber for the windows and door.

2. Site history

- 2.1 In 1999 planning permission was granted for the construction of quayheading (BA/1998/2005/HISTAP).
- 2.2 In 2005 planning permission was granted for replacement quayheading (BA/2004/1360/HISTAP).
- 2.3 In 2017 planning permission was granted for replacement quayheading (BA/2017/0030/FUL).
- 2.4 In 2020 planning permission was granted for a new clubhouse and storage shed (BA/2020/0047/FUL). The storage shed has been constructed at the site and therefore this permission is extant.

3. Consultations received

Parish Council

- 3.1. Members will be updated verbally should a response be received.

Environment Agency

- 3.2. We have reviewed the documents, as submitted, and have no objection to the proposed variation of Condition 2. The flood risk, access, and permitting information set out in our responses to BA/2020/0047/FUL remain relevant.

BA Heritage Planning Officer

- 3.3. I have no objection to the updated drawings and details outlined in Jamie's email dated the 2nd June, as with previous I would advise the materials are conditioned as there would be concerns within the use of composite or UPVc here. I would also recommend the joinery details and hard and soft landscaping details are also conditioned.

BA Ecologist

- 3.4. I do not see an issue with the club house being put where the stakes are, as the site is clear and the grass is short so no reptiles will be disturbed.

4. Representations

- 4.1. None received.

5. Policies

- 5.1. The adopted development plan policies for the area are set out in the [Local Plan for the Broads](#) (adopted 2019).
- 5.2. The following policies were used in the determination of the application:
- DM5 - Development and Flood Risk
 - DM11 - Heritage Assets
 - DM13 - Natural Environment
 - DM16 - Development and Landscape
 - DM21 - Amenity
 - DM22 - Light pollution and dark skies
 - DM23 - Transport, highways and access
 - DM43 - Design
 - DM46 - Safety by the Water
- 5.3. Other material considerations
- National Planning Policy Framework (NPPF)
 - Planning Policy Guidance (PPG)
 - Approved scheme under planning reference BA/2020/0047/FUL

6. Assessment

- 6.1. The proposal is for the reduction in size of the clubhouse building approved under planning reference BA/2020/0047/FUL, this being a variation of condition 2 of that permission. The main issues in the determination of this application are the principle of

development, the design and appearance of the reduced size clubhouse, heritage, flood risk, and ecology.

Principle of development

- 6.2. The East Anglian Cruising Club continues to be a well-established presence at this site. There are no obvious changes since consideration of the previous application aside from the provision of the approved storage shed. This has allowed for the site appearance to be improved as storage at the site has been improved. In addition, a wood pile which existed where the clubhouse was to be located has been removed. The proposed amended clubhouse would be sited in the same location on the site as the approved scheme. As the previous permission for the clubhouse and storage shed is extant through provision of the storage shed, the approved clubhouse can be constructed at the site without further permission, this being the fallback position which must be taken into account when considering the amended scheme. The principle of the proposed amended development is therefore considered acceptable.

Design, appearance, and impact on the landscape

- 6.3. The approved scheme was for a clubhouse with the general appearance of a summerhouse or day hut. The same overall design is proposed for this amended scheme. As submitted the reduced size of the clubhouse building included some design details which had been changed, and a noticeably shallower pitched roof. The BA Heritage Planning Officer in assessing the proposal made design change recommendations including an increase in the pitch of the roof, and changes to the building detailing, these were passed to the applicant who provided amended plans which were subsequently assessed BA Heritage Planning Officer who responded in support of the application.
- 6.4. The site is visible from the surrounding area by virtue of a footpath along the opposite bank which forms part of the Weavers Way, and the siting opposite the Thurne village staithe which allows views to some extent for its entire length. Taking into account the approved scheme, the amended clubhouse which is of the same overall design as the approved clubhouse and in the same location on the site would not be detrimental to landscape character and the river scene, with regard to Policy DM16 of the Local Plan for the Broads.

Amenity of residential properties

- 6.5. The amended clubhouse would be sited in the same location as the approved clubhouse; this would maintain a sufficient separation to the neighbouring property, and would not result in a loss of amenity currently enjoyed by neighbouring residents with regard to Policy DM21 of the Local Plan for the Broads.

Impact on heritage assets

- 6.6. The site is opposite a Grade II* Listed Thurne Dyke Windpump. The amended clubhouse maintains its approved position on the site, with a design matching the approved scheme. The proposed clubhouse would therefore not have an unacceptable impact on

the Grade II* Listed heritage asset, with regard to Policy DM11 of the Local Plan for the Broads.

Designated sites and ecology

- 6.7. The subject site maintains a distance of approximately 50 metres to the designated sites, with the River Thurne separating the two areas. The proposed development by virtue of its nature and intensity would not have an impact on the designated sites, with regard to Policy DM13 of the Local Plan for the Broads.
- 6.8. In assessing the previous application, it was noted that a pile of discarded timber would have to be moved to make way for the clubhouse. That pile has been removed and therefore is no longer a consideration under this application.

Flood risk

- 6.9. The site lies in flood zone 3. The use of the site is considered to be well established and in accordance with the Environment Agency (EA) 'flood risk vulnerability and flood zone compatibility' would be a compatible use and therefore appropriate in this location.
- 6.10. A flood risk assessment was submitted with the application. The EA has assessed the proposal and raised no objection but with a prompt that the flood risk, access, and permitting information set out in their response to the previous application remains relevant. The conditions included in the previous approval which relate to construction site access, submission of a water entry strategy and a flood evacuation plan, and the occupants registering with the Agency's Flood Warnings Direct are again proposed to be secured by planning condition. The proposed development is therefore considered acceptable when considering flood risk, with regard to Policy DM5 of the Local Plan for the Broads.

Other issues

- 6.11. The Local Plan for the Broads includes a policy regarding safety by the water under DM46, the proposal is for buildings serving a well-established club, therefore requirements for a water safety plan are not considered to be necessary in this case.
- 6.12. The site lies within Dark Skies Zone category 2 and as such any external lighting should be strictly controlled. No lighting is proposed but a planning condition requiring details of any external lighting should be attached.
- 6.13. With regard to the conditions included in the approval of the previous scheme, the following is noted. Condition 1 regarding commencement time limit is no longer required as the approved scheme has commenced. Condition 8 regarding the wood pile is no longer required as the wood pile has been removed. Condition 12 regarding removal of existing structures is no longer required as the structures have been removed.

7. Conclusion

- 7.1. The proposed amendments to the approved clubhouse at the EACC site opposite Thurne Dyke Windpump is considered to be acceptable in principle taking into account the pattern and type of development at this location, and the previous approval. The building is of an acceptable design and siting, and the proposed materials are considered suitable. The proposed development would not be detrimental to the landscape appearance and the river scene. There would be no adverse impact on designated sites, heritage assets, ecology and biodiversity, flood risk, or the amenity of neighbouring residents. Consequently, the application is considered to be in accordance with Policies DM5, DM11, DM13, DM16, DM21, DM22, DM43, and DM46 of the Local Plan for the Broads, along with the National Planning Policy Framework.

8. Recommendation

- 8.1. That planning permission be granted subject to the following conditions:
- i. In accordance with approved plans
 - ii. Large scale joinery sections of windows and doors
 - iii. Details of landscaping/native species planting
 - iv. Retention of bird box and bat box
 - v. Details of water entry strategy and flood evacuation plan
 - vi. Registration with flood warnings from the Environment Agency
 - vii. No external lighting without agreement in writing
 - viii. Use for water sports base only, not for any habitable or overnight accommodation
 - ix. All construction personnel, materials, and equipment shall only be delivered to/collected from the site by river

9. Reason for recommendation

- 9.1. The proposal is considered to be in accordance with Policies DM5, DM11, DM13, DM16, DM21, DM22, DM43, and DM46 of the Local Plan for the Broads, and the National Planning Policy Framework (2023) which is a material consideration in the determination of this application.

Author: Nigel Catherall

Date of report: 10 June 2024

Background papers: BA/2024/0196/COND and BA/2020/0047/FUL

Appendix 1 – [Location map](#)

Appendix 1 – Location map

BA/2024/0196/COND Moorings Opposite Thurne Dyke Windpump



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Planning Committee

21 June 2024

Agenda item number 8

Enforcement update

Report by Head of Planning

Summary

This table shows the monthly updates on enforcement matters. The financial implications of pursuing individual cases are reported on a site-by-site basis.

Recommendation

To note the report.

Committee date	Location	Infringement	Action taken and current situation
14 September 2018	Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter	Unauthorised static caravans (Units X and Y)	<ul style="list-style-type: none"> Authority given to serve an Enforcement Notice requiring the removal of unauthorised static caravans on land at the Beauchamp Arms Public House should there be a breach of planning control and it be necessary, reasonable and expedient to do so. Site being monitored. October 2018 to February 2019. Planning Contravention Notices served 1 March 2019. Site being monitored 14 August 2019. Further caravan on-site 16 September 2019.

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Site being monitored 3 July 2020. • Complaints received. Site to be visited on 29 October 2020. • Three static caravans located to rear of site appear to be in or in preparation for residential use. External works requiring planning permission (no application received) underway. Planning Contravention Notices served 13 November 2020. • Incomplete response to PCN received on 10 December. Landowner to be given additional response period. • Authority given to commence prosecution proceedings 5 February 2021. • Solicitor instructed 17 February 2021. • Hearing date in Norwich Magistrates Court 12 May 2021. • Summons issued 29 April 2021. • Adjournment requested by landowner on 4 May and refused by Court on 11 May. • Adjournment granted at Hearing on 12 May. • Revised Hearing date of 9 June 2021. • Operator pleaded 'not guilty' at Hearing on 9 June. Trial scheduled for 20 September at Great Yarmouth Magistrates Court. • Legal advice received in respect of new information. Prosecution withdrawn and new PCNs served on 7 September 2021. • Further information requested following scant PCN response and confirmation subsequently received that caravans 1 and 3 occupied on Assured Shorthold Tenancies. 27 October 2021 • Verbal update to be provided on 3 December 2021

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Enforcement Notices served 30 November, with date of effect of 29 December 2021. Compliance period of 3 months for cessation of unauthorised residential use and 4 months to clear the site. 6 Dec. 2021 • Site to be visited after 29 March to check compliance. 23 March 2022 • Site visited 4 April and caravans appear to be occupied. Further PCNs served on 8 April to obtain clarification. There is a further caravan on site. 11 April 2022 • PCN returned 12 May 2022 with confirmation that caravans 1 and 3 still occupied. Additional caravan not occupied. • Recommendation that LPA commence prosecution for failure to comply with Enforcement Notice. 27 May 2022 • Solicitor instructed to commence prosecution. 31 May 2022 • Prosecution in preparation. 12 July 2022 • Further caravan, previously empty, now occupied. See separate report on agenda. 24 November 2022 • Planning Contravention Notice to clarify occupation served 25 November 2022. 20 January 2023. • Interviews under caution conducted 21 December 2022. 20 January 2023 • Summons submitted to Court. 4 April 2023 • Listed for hearing on 9 August 2023 at 12pm at Norwich Magistrates' Court. 17 May 2023 • Operator pleaded 'not guilty' at hearing on 9 August and elected for trial at Crown Court. Listed for hearing on 6 September 2023 at Norwich Crown Court. 9 August 2023.

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> Hearing at Norwich Crown Court adjourned to 22 September 2023. 1 September 2023. Hearing at Norwich Crown Court adjourned to 22 December 2023. 26 September 2023. Hearing postponed at request of Court, to 8 April 2024 rescheduled date. 16 January 2024. Hearing postponed at request of Court, to 14 May rescheduled date. 10 April 2024. Court dismiss Defendants' application to have prosecution case dismissed. Defendants plead 'not guilty' and trial listed for seven days commencing 23 June 2025. 14 May 2024
8 November 2019	Blackgate Farm, High Mill Road, Cobholm	Unauthorised operational development – surfacing of site, installation of services and standing and use of 5 static caravan units for residential use for purposes of a private travellers' site.	<ul style="list-style-type: none"> Delegated Authority to Head of Planning to serve an Enforcement Notice, following liaison with the landowner at Blackgate Farm, to explain the situation and action. Correspondence with solicitor on behalf of landowner 20 Nov. 2019. Correspondence with planning agent 3 December 2019. Enforcement Notice served 16 December 2019, taking effect on 27 January 2020 and compliance dates from 27 July 2020. Appeal against Enforcement Notice submitted 26 January 2020 with a request for a Hearing. Awaiting start date for the appeal. 3 July 2020. Appeal start date 17 August 2020. Hearing scheduled 9 February 2021. Hearing cancelled. Rescheduled to 20 July 2021. Hearing completed 20 July and Inspector's decision awaited.

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Appeal dismissed with minor variations to Enforcement Notice. Deadline for cessation of caravan use of 12 February 2022 and 12 August 2022 for non-traveller and traveller units respectively, plus 12 October 2022 to clear site of units and hardstanding. 12 Aug 21 • Retrospective application submitted on 6 December 2021. • Application turned away. 16 December 2021 • Site visited 7 March 2022. Of non-traveller caravans, 2 have been removed off site, and occupancy status unclear of 3 remaining so investigations underway. • Further retrospective application submitted and turned away. 17 March 2022 • Further information on occupation requested. 11 April 2022 • No further information received. 13 May 2022 • Site to be checked. 6 June 2022 • Site visited and 2 caravans occupied in breach of Enforcement Notice, with another 2 to be vacated by 12 August 2022. Useful discussions held with new solicitor for landowner. 12 July 2022. • Further site visited required to confirm situation. 7 September 2022 • Site visit 20 September confirmed 5 caravans still present. Landowner subsequently offered to remove 3 by end October and remaining 2 by end April 2023. 3 October 2023. • Offer provisionally accepted on 17 October. Site to be checked after 1 November 2022. • Compliance with terms of offer as four caravans removed (site visits 10 and 23 November). Site to be checked after 31 March 2023. 24 November 2022

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> One caravan remaining. Written to landowner's agent. 17 April 2023 Gypsy and Traveller Accommodation Needs Assessment commissioned. June 2023 New consultants engaged to undertake Gypsy and Traveller Accommodation Needs Assessment. March 2024.
13 May 2022	Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter	Unauthorised operation development comprising erection of workshop, kerbing and lighting	<ul style="list-style-type: none"> Authority given by Chair and Vice Chair for service of Temporary Stop Notice requiring cessation of construction 13 May 2022 Temporary Stop Notice served 13 May 2022. Enforcement Notice and Stop Notice regarding workshop served 1 June 2022 Enforcement Notice regarding kerbing and lighting served 1 June 2022 Appeals submitted against both Enforcement Notices. 12 July 2022
21 September 2022	Land at Loddon Marina, Bridge Street, Loddon	Unauthorised static caravans	<ul style="list-style-type: none"> Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of unauthorised static caravans. Enforcement Notice served. 4 October 2022. Enforcement Notice withdrawn on 19 October due to minor error; corrected Enforcement Notice re-served 20 October 2022. Appeals submitted against Enforcement Notice. 24 November 2022
9 December 2022	Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter	Unauthorised static caravan (Unit Z)	<ul style="list-style-type: none"> Planning Contravention Notice to clarify occupation served 25 Nov 2022. Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of unauthorised static caravan Enforcement Notice served 11 January 2023. 20 January 2023. Appeal submitted against Enforcement Notice. 16 February 2023.

Committee date	Location	Infringement	Action taken and current situation
31 March 2023	Land at the Berney Arms, Reedham	Unauthorised residential use of caravans and outbuilding	<ul style="list-style-type: none"> • Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of the caravans • Enforcement Notice served 12 April 2023 • Enforcement Notice withdrawn on 26 April 2023 due to error in service. Enforcement Notice re-served 26 April 2023. 12 May 2023 • Appeal submitted against Enforcement Notice. 25 May 2023
2 February 2024	Holly Lodge. Church Loke, Coltishall	Unauthorised replacement windows in listed building	<ul style="list-style-type: none"> • Authority given to serve a Listed Building Enforcement Notice requiring the removal and replacement of the windows and the removal of the shutter. Compliance period of 15 years. • LPA in discussions with agent for landowner. 10 April 2024

Author: Ruth Sainsbury

Date of report: 04 June 2024

Background papers: Enforcement files

Planning Committee

21 June 2024

Agenda item number 9

Thorpe St Andrew Neighbourhood Plan- adoption

Report by Planning Policy Officer

Purpose

The Thorpe St Andrew Neighbourhood Plan has been examined. The Examiner made some changes to the Plan. The Plan was subject to a referendum on 2 May 2024.

Recommended decision

It is recommended that the Thorpe St Andrew Neighbourhood Plan be made/adopted.

1. Introduction

- 1.1. The submitted Thorpe St Andrew Neighbourhood Plan was approved by the Broads Authority's Planning Committee in May 2023. This was followed by a statutory publication period between in summer 23, ending on 21 August 2023, in which the Plan and its supporting documents were available to the public and consultation bodies: [Thorpe St Andrew Neighbourhood Plan – Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk/thorpe-st-andrew-neighbourhood-plan-broadland-and-south-norfolk).
- 1.2. During the publication period, representations were received from many different organisations/individuals. The representations may be viewed, together with the late representations: [Thorpe St Andrew NP Reg 16 Consultee Response Summaries \(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk/thorpe-st-andrew-np-reg-16-consultee-response-summaries).
- 1.3. These representations were submitted, along with the Neighbourhood Plan and supporting information, to the independent Examiner, Andrew Ashcroft. The examination was conducted via written representations during the end of 2023 (the Examiner deciding that a public hearing would not be required).
- 1.4. Legislation directs that an Examiner considers whether:
 - a) the draft plan meets the [basic conditions of a Neighbourhood Development Plan](#);
 - b) the draft plan complies with the definition of a Neighbourhood Development Plan and the provisions that can be made by such a plan;
 - c) the area for referendum should extend beyond the neighbourhood area; and
 - d) the draft plan is compatible with the Convention rights.

2. The Examiner's Report

- 2.1. The [Examiner's Report on the Thorpe St Andrew Neighbourhood Plan](#) concluded that, subject to amendments (as set out in the report), the Plan can proceed to referendum. The Examiner also concluded that the area of the referendum does not need to be extended beyond Thorpe St Andrew.

3. Referendum

- 3.1. The referendum for the Thorpe St Andrew Neighbourhood Plan was held on Thursday 2 May 2024. The results were: 87% vote in favour; 24.7% turnout.

4. Next steps

- 4.1. If both the Broads Authority and South Norfolk and Broadland Council make/adopt the Neighbourhood Plan, it becomes part of the Development Plan for the area. Its policies have the same weight as Local Plan policies when making decisions.

Author: Natalie Beal

Date of report: 14 May 2024

Planning Committee

21 June 2024

Agenda item number 10

Geldeston and Gillingham Neighbourhood Plan – area designation consultation

Report by Planning Policy Officer

Summary

This report introduces the Geldeston and Gillingham Neighbourhood Plan.

Recommendation

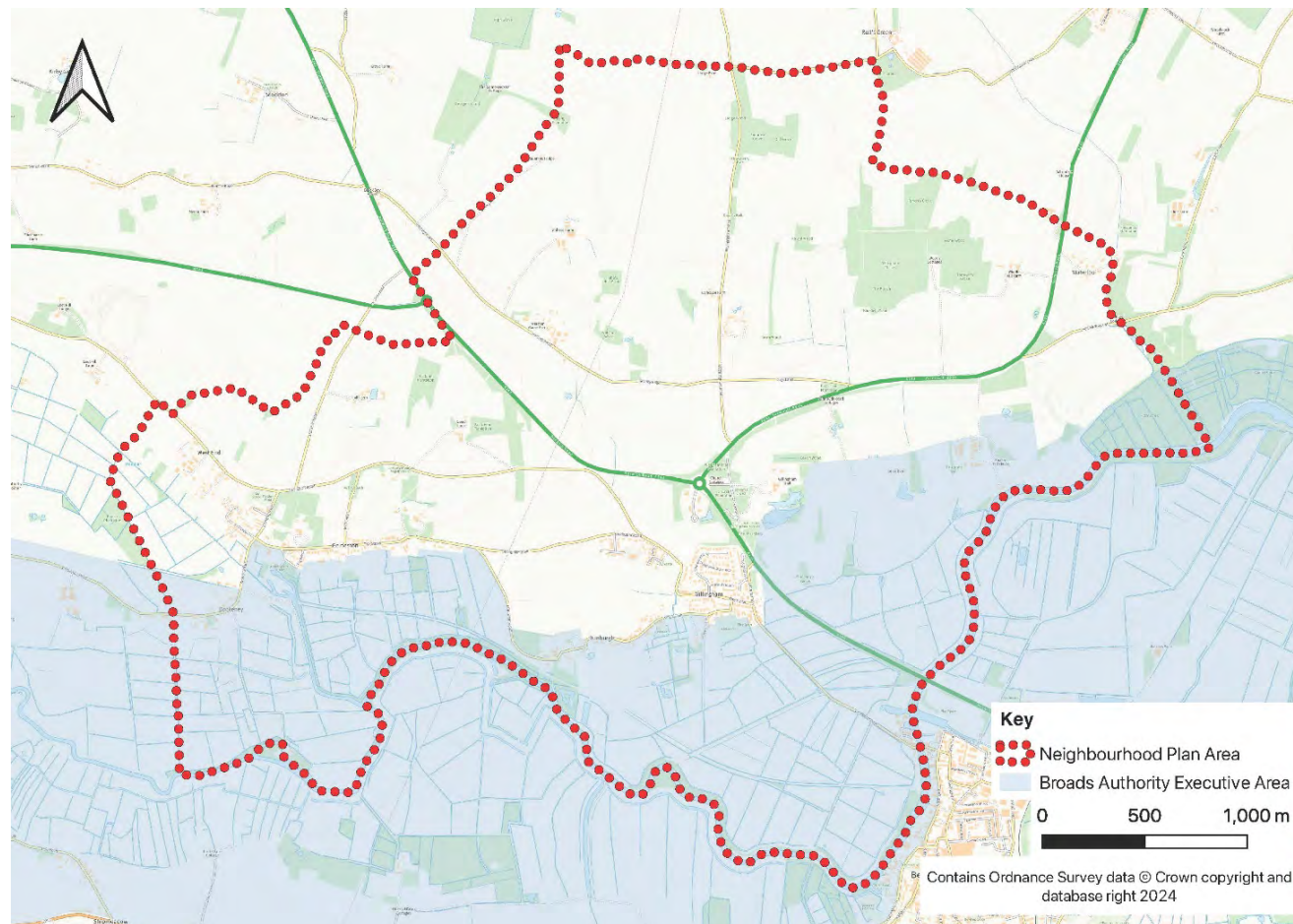
To agree to Geldeston and Gillingham becoming a neighbourhood area to produce a Neighbourhood Plan.

1. Neighbourhood planning

- 1.1. Neighbourhood planning was introduced through the Localism Act 2011. Legislation then came into effect in April 2012 giving communities the power to agree a Neighbourhood Development Plan, make a Neighbourhood Development Order and make a Community Right to Build Order.
- 1.2. A Neighbourhood Development Plan can establish general planning policies for the development and use of land in a neighbourhood, such as where new homes and offices should be built, and what they should look like.
- 1.3. Under the Neighbourhood Planning (General) Regulations 2012, a parish or town council within the Broads Authority Executive Area undertaking a Neighbourhood Plan is required to apply to the Broads Authority and the relevant District Council to designate the Neighbourhood Area that their proposed plan will cover.
- 1.4. An update to the National Planning Policy Guidance removed the previous requirement to consult on the proposal for six weeks, and it is for the Local Planning Authority to agree an area becoming a Neighbourhood Area in order to produce a Neighbourhood Plan.

2. The Geldeston and Gillingham Neighbourhood Plan Area

- 2.1. Geldeston and Gillingham Parish Councils in South Norfolk has submitted the application for both areas to be designated a Neighbourhood Area. Because there was more than one parish involved, a consultation was held between 15 April and 29 May 2024. No objections were received.



3. About Geldeston and Gillingham neighbourhood area application

- 3.1. The nomination was received on 21 March 2024. The consultation ended 29 May 2024. No objections were received.
- 3.2. There are no known or obvious reasons not to agree the Neighbourhood Area.

4. Useful links

[Neighbourhood planning \(broads-authority.gov.uk\)](https://broads-authority.gov.uk)

[Geldeston and Gillingham Neighbourhood Plan – South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk)

[Royal Town Planning Institute neighbourhood planning guidance \(rtpi.org.uk\)](https://rtpi.org.uk)

Author: Natalie Beal

Date of report: 06 June 2024

Planning Committee

21 June 2024

Agenda item number 11

Consultation responses

Report by Planning Policy Officer

Summary

This report informs the Committee of the officer's proposed response to planning policy consultations received recently and invites members' comments and guidance.

Recommendation

To note the report and endorse the nature of the proposed response.

1. Introduction

- 1.1. Appendix 1 shows selected planning policy consultation documents received by the Authority since the last Planning Committee meeting, together with the officer's proposed response.
- 1.2. The Committee's comments, guidance and endorsement are invited.

Author: Natalie Beal

Date of report: 14 May 2024

Appendix 1 – [Planning Policy consultations received](#)

Appendix 1 – Planning Policy consultations received

Belton with Browston, Burgh Castle, and Fritton with St Olaves Parish Councils

Document: Belton with Browston, Burgh Castle, and Fritton with St Olaves Neighbourhood Plan. www.great-yarmouth.gov.uk/planning-consultations

Due date: 05 July 2024

Status: Regulation 16

Proposed level: Planning Committee Endorsed

Notes

The Neighbourhood Plan says:

Working on behalf of the community, Belton with Browston, Burgh Castle, and Fritton with St Olaves NP Steering Group has prepared this Plan that will be used to shape and influence future development and change across the parishes.

Proposed response

Summary of response

Generally, the Neighbourhood Plan is welcomed. There is one objection however and some points of detail.

Neighbourhood Plan

Para 13: says 'In these circumstances, the Parish Councils will assess the need or otherwise of a full or partial review of a made Plan within six months of the adoption of the emerging Local Plan'. Which Local Plan adoption will trigger the review? Or should it be plural: Local Plans?

Para 20: plans – in second sentence

Para 23: there is a chart of the types of planning permissions granted between 2017-2023. The figures come from GYBC but ideally the figures for the BA should also be included.

Para 27: says 'St Olaves Bridge, a suspension bridge, is the first bridging point on the Waveney above Great Yarmouth'. Is 'above' the right word?

Para 66 randomly says 'We issued consultation questionnaires and had considerable public engagement'. This does not really make sense in this paragraph. I have raised this before. I think you have lifted text from somewhere. But who is 'we' and what has that got to do with the paragraph?

Objection.

Para 68 and 69 and policy 4 are contrary to national policy. NPPF at para 73b says that community-led development sites should be **adjacent to settlements**, whereas policy 4 says '**well related**'. I am also confused about the start of Policy 4 where it says 'The affordable housing element...'. It is not clear why this does not say 'Community-led development'.

Images need to have alt text.

Formatting on pages 43 and 49 has gone a bit wrong.

Para 105 – not sure what GNLP policy has to do with this Neighbourhood Plan? And the paragraph merges RAMS payments and BNG into one and they are different things.

Policy 12: Historic Buildings and Heritage:

- In the third paragraph they say 'The use of contrasting contemporary materials close to key heritage assets...' - what do they mean by close? Adjacent? Or within the setting of? I think the latter would be most appropriate.
- In the same paragraph they make reference to '**key** heritage assets'. What do they mean by key? A site is either a heritage asset or not a heritage asset, unless they want to be more specific about what type of heritage asset they are referring to (e.g. designated heritage assets only; or listed buildings only; or grade I and II* listed buildings only?). I would think that just referring to heritage assets and removing the word 'key' would be most appropriate.
- In the fourth paragraph it states 'new developments are encouraged to take the opportunity to enhance the setting', I think it should be more forceful e.g. 'New developments must enhance the setting'. In the same paragraph it also refers to historic assets, this should be changed to heritage assets which is the official term for the sake of clarity.
- Last paragraph states that 'development proposals should not exceed the scale or massing of **adjacent** or **surrounding landmark** historic buildings'. Firstly, the reference to landmark historic buildings seems to suggest buildings such as Burgh Castle or church buildings, which are large landmarks, the scale of which is certainly not something that you would want new buildings to be reaching. It would be more appropriate for new development to reflect the scale of the predominant vernacular buildings. The use of adjacent or surrounding is also a bit vague. I think this is really covered by the Design Policy already, but if it is considered necessary perhaps it should be worded to state something along the lines of 'New Development should reflect the scale and massing of historic vernacular buildings in the area'.

Appendix C - formatting issues with lots of blank spaces.

Design Guide

Page 24 in the section stating 'code', Policy 12 of the Neighbourhood Plan is repeated and so the points above apply.

Page 25, 3.2: reference to the Norfolk Broads, should just say the Broads, or the Norfolk and Suffolk Broads.

Page 29 is intended to show examples of good materials I think. However, the top right hand side photo of a sash window is definitely UPVC and other window examples may also be UPVC I think – the text on the proceeding page suggests fenestration should be timber and UPVC will be discouraged so some good examples of timber windows should be shown. In the

section on roof tiles – the photo of ‘black and grey pantile or slate’ looks like concrete interlocking tiles – could a good example of black clay pantiles or slate be used? The photo beneath is states ‘red concrete pantiles’, I would suggest ideally good quality clay pantiles should be the preference and a photo of these shown; with the colour range shown it is not clear what these colours are intended for? Both joinery and render? There is no colour shown for the ‘sea green’. I also wonder how the colours were chosen? The coral colour is a very bright peachy pink, and I can’t really imagine it being appropriate for either render or joinery, likewise with the ochre.

Planning Committee

21 June 2024

Agenda item number 12

Local Plan- preparing the Publication Version

Report by Planning Policy Officer

Summary

This report provides a high level summary of the Preferred Options consultations, identifies some initial main changes to the Local Plan as well as provides a rough plan for the coming months.

Recommendations

- i. To note:
 - The Preferred Options update
 - The update on some elements of the Publication Local Plan
 - The rough timeline for bringing parts of the Local Plan to Planning Committee
 - ii. To agree and endorse:
 - Removing LOD1
 - Removing STO1
 - The amendment to the area DIL1 applies to
 - The updated housing figures table
-

1. Introduction

- 1.1. The consultation on the Preferred Options version of the Local Plan ended at 4pm on 17 May. This report provides a brief update on the consultation, initial findings and actions, as well as the rough plan for producing the Publication Version of the Local Plan for consultation.

2. Preferred Options consultation

- 2.1. Around 700 comments have been received and these are being worked through. It is hoped that the comments and responses will be presented at the July Planning Committee.

3. Some changes to the Local Plan following consultation responses

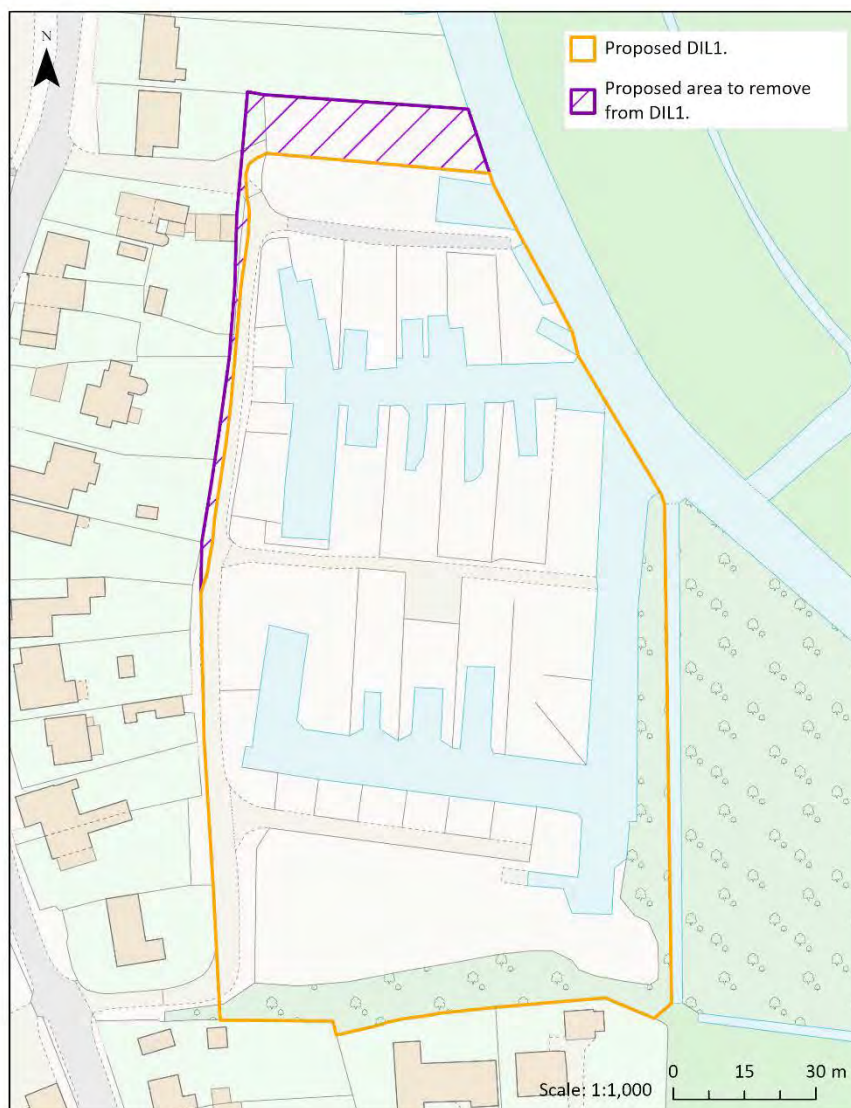
- 3.1. The following updates and changes are proposed. There will be more changes, but these are some initial main changes.
- 3.2. **Call for sites** – no further housing, residential mooring or gypsy and traveller sites have been put forward.
- 3.3. **Housing number update** – following monitoring of completions and permissions, the section on meeting housing need will be updated as follows:

Completions and permissions between April 2021 and [April 2024](#) as well as allocations in this Local Plan (that have not commenced). This shows a residual need of [42](#) dwellings.

District	Completions	Permitted	Allocations	Total
Broadland	1	8	0	9
North Norfolk	2	5	0	7
Norwich	0	0	NOR1: 271	271
South Norfolk	2	3	0	5
Great Yarmouth	6	7	0	13
East Suffolk	3	8	0	11
Totals	14	31	271	316

In terms of meeting the residual need, please note the following:

- Before examination, there will be one more year of monitoring permissions and completions (2024/25) which will reduce the residual need figure slightly.
 - Our need is part of the need that our Districts plan for, not additional to.
 - The NPPF at paragraph 60 says ‘The overall aim should be to meet as much of an area’s identified housing need as possible, including with an appropriate mix of housing types for the local community’.
 - We will undertake another call for sites at publication consultation stage.
- 3.4. **LOD1** – the landowner has asked that the allocation for residential moorings at Loddon Marina be removed. It is proposed to remove the policy from the next version of the Local Plan.
- 3.5. **STO1** – the site has been monitored and the four dwellings are erected with windows and doors and therefore we will remove this policy.
- 3.6. **DIL1** – the landowner for part of the area covered by this policy has requested that his garden be removed. The following map shows the area to be removed from the policy.



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4. The rough plan for Publication Version

4.1. It is proposed to bring the following to July Planning Committee:

- a) Comments on the Preferred Options
- b) Wind Topic Paper
- c) Energy Efficiency Topic Paper
- d) Sequential Test

4.2. It is proposed to bring the following to November Planning Committee:

- a) Marked up version of the Publication Local Plan

b) HRA and SA

4.3. Other documents that will come to Planning Committee over the next few months are:

a) Gypsy and Traveller need in Great Yarmouth update

b) Gypsy and Traveller need for the rest of the Broads

c) Similar update reports like this, if required.

Author: Natalie Beal

Date of report: 23 May 2024

Planning Committee

21 June 2024

Agenda item number 13

Local Validation List – update for Biodiversity Net Gain

Report by Planning Consultant

Summary

Consultation has been undertaken on proposed amendments to the Local Validation List to include increased Biodiversity Net Gain (BNG) requirements and no objections have been received.

Recommendation

That Planning Committee approve the proposed amendments and refer this to Authority for approval.

Contents

1.	Background	1
2.	Consultation on the validation checklist	2
4.	Conclusion and recommendation	3
	Appendix 1 - Extract from Local Validation List showing proposed amendments	4
	Appendix 2 - Validation Checklist consultation responses	6

1. Background

- 1.1. Members will recall that a report covering the topic of Biodiversity Net Gain (BNG) was presented to the 1 March 2024 meeting of the Planning Committee ([Biodiversity Net Gain \(broads-authority.gov.uk\)](https://broads-authority.gov.uk)). BNG, as used in planning, is a process that seeks to secure actions and measures that will increase biodiversity. Biodiversity is a measure of all the life on earth – species, habitats, and ecosystems – and the UK is one of the most nature-depleted countries in the world, having experienced a 19% decline in the average abundance of wildlife in the UK since the 1970s. BNG seeks to reverse this by using the planning system to require that any development subject to planning

permission has a measurably positive impact on biodiversity by creating and improving natural habitats.

- 1.2. BNG became mandatory for major developments from 12 February 2024 and for small sites from 2 April 2024. This means that all applications that are 'in scope' for BNG must now provide baseline information on the existing biodiversity value of the site in the form of a completed statutory Metric. Whilst the Metric will set out the current position, all the information on how the BNG will be delivered is left to the pre-commencement stage and required through the imposition of a General Biodiversity Gain Condition. The previous report explained that deferring submission of this information to later in the process, after permission had been granted, would lead to uncertainty around how the BNG would be delivered and limit the LPA's confidence in the outcomes.
- 1.3. There is provision in the legislation for a Local Planning Authority (LPA) to require the submission of additional information through their Local Validation Lists, including on how the BNG will be delivered. Any such changes to a Local Validation Lists would need to be the subject of consultation prior to adoption. The report recommended that the Broads Authority's Local Validation List be amended to require additional information on how the BNG would be provided. Members agreed the recommendation.

2. Consultation on the validation checklist

- 2.1. Amendments were made to the Local Validation List to allow the LPA to require the provision of information on BNG as part of the application process. A proportionate approach was proposed, with extent and complexity of the information required being dependent on the scale of the proposed development. The proposed amendments were as follows:

Type of application	Information required
All	A draft fully completed Metric tool including post-development calculations.
Major	As above, plus a draft Biodiversity Gain Plan or other report on how the BNG requirement will be delivered.
Proposals including off-site or significant on-site BNG.	As above, plus draft Heads of Terms for a section 106 or other legal agreement to secure provision of BNG and its monitoring for 30 years.

Information was also provided on the background and purpose of BNG, along with links to legislation and guidance. An extract from the Local Validation List covering the proposed BNG amendments is attached at Appendix 1.

- 2.2. The proposed amendments were the subject of consultation for an eight week period from 25 March to 17 May 2024. The consultation was undertaken in conjunction with the consultation on the Preferred Options version of the Local Plan for the Broads.

- 2.3. Comments on the proposed changes were received from four stakeholders. These are attached at Appendix 2 and summarised as follows:

Consultee	Comment
Bramerton Parish Council	Thanked for consultation, but no resources to respond in detail.
Norfolk County Council, Public Health team	Checklist should be updated to reflect the Planning in Health Protocol.
Natural England	Welcomes the opportunity to comment, but no specific recommendations or comments.
Norfolk Constabulary, Designing Out Crime Officer	Provides detailed comments on design principles in relation to crime.

- 2.4. None of the comments made raised objections to or specific comments about the proposed changes. The comments made by the teams at Norfolk County Council and Norfolk Constabulary, which were not related to the BNG element of the Local Validation List, will be considered when the Local Validation List is reviewed in its entirety on adoption of the Local Plan for the Broads.

3. Next steps

- 3.1. No objections or adverse comments were received about the proposed inclusion of additional BNG requirements so it is considered appropriate to progress the changes.
- 3.2. The changes will need to be approved by the Broads Authority and it is proposed to bring a report to the meeting on 26 July 2024.

4. Conclusion and recommendation

- 4.1. As part of the Broads Authority's delivery of BNG, it is considered appropriate to update the Local Validation List to enable the LPA to require that planning applications include sufficient information to demonstrate how the mandatory BNG measures can be delivered. This will provide increased certainty of BNG outcomes for the LPA and ensure that environmental betterment is delivered.
- 4.2. It is recommended that the Planning Committee approve the proposed amendments and refer the matter to the Authority for decision.

Author: Cally Smith

Date of report: 05 June 2024

Appendix 1: [Extract from Local Validation List showing proposed amendments](#)

Appendix 2: [Validation Checklist consultation responses](#)

Appendix 1 - Extract from Local Validation List showing proposed amendments

Mandatory Biodiversity Net Gain

Biodiversity Net Gain (BNG) became mandatory for planning applications relating to major developments from 12 February 2024 and for small sites from 2 April 2024.

There are a number of exemptions, these include (more details in online guidance):

- Developments below the threshold (de minimis);
- Householder applications;
- Self and custom build houses;
- Biodiversity gain sites;
- Development orders, including permitted development rights.

To meet mandatory BNG requirements, a development must show a post-development increase in biodiversity of 10% over the pre-development baseline value. To calculate these values a DEFRA Statutory Biodiversity Metric Tool must be completed by an appropriately competent person to quantify biodiversity into Units, which can be used for comparison purposes. The delivery of BNG must be secured and monitored for a period of 30 years.

A Local Planning Authority is required by law to include a General Biodiversity Gain Condition on all planning applications unless covered by an exemption. Where mandatory BNG is required, a minimum level of information must be provided with the application as specified by the legislation (see links below for further information).

To allow the Broads Authority, when determining the application, to ensure that statutory BNG requirements can be delivered, additional information will be required as follows:

Type of application	Information required
All	A draft fully completed metric tool including post-development calculations.
Major	A draft Biodiversity Gain Plan or other report on how the BNG requirement will be delivered.
Proposals including off-site or significant on-site BNG.	Draft heads of terms for a section 106 or other legal agreement to secure provision of BNG and its monitoring for 30 years.

The Broads Authority has created a webpage to inform potential applicants:

<https://www.broads-authority.gov.uk/planning/planning-permission/biodiversity-net-gain>

The government has published BNG guidance:

<https://www.gov.uk/government/collections/biodiversity-net-gain>

See Local Plan for the Broads policy DM13. Particular requirements are:

Policy	Requirement	Threshold
DM13	Biodiversity enhancement statement covering DM13 and Biodiversity Enhancement Guide requirements.	All development
DM13	Proposals on previously developed/brownfield land may require surveys to determine if the site has open mosaic habitat of intrinsic biodiversity value.	Development on previously developed land/brownfield land

Prospective applicants are encouraged to engage with the Broads Authority planning team to discuss their application at an early stage through the free pre-application advice service.

Please contact planning@broads-authority.gov.uk

Appendix 2 - Validation Checklist consultation responses

Name	Organisation	Comment
Yvonne Wonnacott	Bramerton Parish Council	Thank you for including Bramerton Parish Council in your representation for the two consultations; The Local Plan for the Broads - Preferred Options and Validation Checklist. Unfortunately, the Parish Council does not have the resources to respond in detail to these consultations.
Keith Mawson	Policy and Prevention Public Health, Norfolk County Council	Public Health notes that the section on Health and Wellbeing of the draft Validation Checklist refers to policies in the existing Broads Authority Local Plan. The Validation Checklist should be updated to reflect the thresholds required by the Planning in Health Protocol and the 'Small sites Checklist' as soon as is reasonably practicable.
Yvonne Wonnacott	Bramerton Parish Council	Thank you for including Bramerton Parish Council in your representation for the two consultations; The Local Plan for the Broads - Preferred Options and Validation Checklist. Unfortunately, the Parish Council does not have the resources to respond in detail to these consultations.
Sarah Morrison	Natural England	We welcome the opportunity to comment on the Broads Authority Validation Checklist. We recognise the importance of ensuring planning applications are submitted with sufficiently detailed information that can help to result in sustainable development that conserves and enhances the natural environment. Natural England has no specific recommendations for additions or amendments to the draft document.
Penny Turner	Norfolk Constabulary	<p>You are already familiar with the Constabulary assessing Planning Applications to ensure that the County does NOT have to suffer the consequences of poor design that could become a legacy on the community and authorities alike.</p> <p>As a Designing Out Crime Officer my role within the planning process is to give advice on behalf of Norfolk Constabulary in relation to the layout, environmental design and the physical security of buildings, based upon the established principles of 'Crime Prevention through Environmental Design'.</p> <p>Your Planning Authority took the opportunity to have 'Crime Prevention through Environmental Design' training approx. 15months ago and now work closely with the Constabulary to achieve these shared aims.</p> <p>The government's Chief Planning Officer, Steve Quartermain, wrote to all planning authorities reminding them of the important role the planning system plays in ensuring appropriate measures are in place in relation to crime prevention and security.</p> <p>Secured by Design aims to achieve a good standard of security for buildings and the immediate environment. It attempts to deter criminal and anti-social behaviour within developments by introducing appropriate design features that enable Natural Surveillance and create a sense of ownership and responsibility for every part of the development.</p> <p>These features include secure vehicle parking, adequate lighting of common areas, defensible space and a landscaping and lighting scheme which when combined, enhances Natural Surveillance and safety.</p>

Name	Organisation	Comment
Penny Turner	Norfolk Constabulary	<p>I would appreciate it if the applicants could be directed to the numerous Design Guides available for residential, commercial and educational applications and further information can be found at: https://www.securedbydesign.com/guidance/design-guides</p> <p>Experience shows that incorporating security measures during a new build or refurbishment reduces crime, fear of crime and disorder. The aim of the Police Service is to assist in the Design process to achieve a safe and secure environment for residents and visitors without creating a “fortress environment”.</p> <p>This aligns with The National Planning Policy Framework July 2021 which requires that: “Planning policies and decisions should aim to achieve healthy, inclusive, and safe places which... are safe and accessible so that crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion....</p> <p>The National Design Guide promotes active frontages, natural surveillance and risk assessment and mitigation at an early stage of the design process, so security measures can be integrated into positive design features. It sets out the characteristics of well-designed places and demonstrates what good design means in practice.</p> <p>All new developments should provide a venue that makes the most from the proven crime reduction methodologies of Secured by Design gained from over thirty five years policing experience and supported by independent academic research.</p> <p>The interactive design guide https://www.securedbydesign.com/guidance/interactive-design-guide is also a very good and self-explanatory tool that can walk applicants through the various elements of designing out crime in a visual manner. It should also be brought to the attention of all applicants.</p>
Penny Turner	Norfolk Constabulary	<p>These key design guides should help all applicants to ensure that they have submitted a considered Planning Application.</p> <p>I always begin assessing any proposal by carefully examining the Design & Access Statement. However, to merely request such a document is included in the list does NOT always solve the problem.</p> <p>Many applications include one, but the standard of content varies Vastly. Some applicants never detail their considerations regarding community safety; and yet when you examine their proposal it is very much aligned with good design principles contained within the Secured by Design documents. Other applications include bland “please all” phrases; but then go on to provide a design that is more for an opportunist criminal than a resident.</p> <p>Several years ago, the Commission for Architecture and the Built Environment, CABE (Now merged into the Design Council) provided a document entitled “Design and Access Statements, how to read write and use them”. This document contained appropriate information for applicants to use when making their submissions.</p> <p>Perhaps the solution would be for applicants to detail their community safety considerations in a clear manner. The Validation List should have a Community Safety section that could be incorporated in to the required Design & Access Statement.</p>

Name	Organisation	Comment
Penny Turner	Norfolk Constabulary	<p>I have deliberately not used the “crime” word as it is very clear that it seems to create a negative impression on planning applicants. Community Safety creates a much better impression.</p> <p>If you should wish to discuss any of my comments, or require some assistance with Secured by Design principles, then please do not hesitate to contact me.</p> <p>I am very keen to help in any way I can to provide future developments that reduce the opportunity for crime and the fear of crime, creating a safer more secure and sustainable environment for future residents and visitors within The Broads Authority jurisdiction.</p>

Planning Committee

21 June 2024

Agenda item number 14

Appeals to the Secretary of State update

Report by Head of Planning

This report sets out the position regarding appeals against the Authority.

Recommendation

To note the report.

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2022/0023/UNAUP2 APP/E9505/C/22/3301919	Mr R Hollocks	Appeal received by the BA on 27 June 2022 Appeal start date 14 July 2022	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against Enforcement Notice - lighting and kerbing	Committee Decision 27 May 2022 LPA statement submitted 25 August 2022 Accompanied site visit scheduled 16 July 2024

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2022/0021/UNAUP2 APP/E9505/C/22/3301976	Mr R Hollocks	Appeal received by the BA on 27 June 2022 Appeal start date 14 July 2022	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against Enforcement Notice - workshop	Committee Decision 27 May 2022 LPA statement submitted 25 August 2022 Accompanied site visit scheduled 16 July 2024
BA/2022/0221/TPOA APP/TPO/E9505/9259	Mr R Stratford	Appeal received by the BA on 25 July 2022 Appeal start date 22 February 2024	Broadholme Caldecott Road Lowestoft Suffolk NR32 3PH	Appeal against refusal to grant permission for works to trees in a Conservation Areas: T9: Sycamore - remove and replace with Silver Birch. T12&T13: Sycamores - remove.	Delegated decision 15 July 2022 LPA statement to be submitted 4 April 2024 Hearing date TBC

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2017/0006/UNAUP1 APP/E9505/C/22/3310960	Mr W Hollocks, Mr R Hollocks & Mr Mark Willingham	Appeal received by the BA on 11 November 2022 Appeal start date 16 November 2022	Loddon Marina, 12 Bridge Street Loddon	Appeal against enforcement notice- occupation of caravans	Committee decision 14 October 2022 LPA statement submitted 21 December 2022 Accompanied site visit scheduled 16 July 2024
BA/2023/0001/ENF APP/E9505/C/23/3316184	Mr R Hollocks & Mr J Render	Appeal received by the BA on 6 February 2023 Appeal start date 8 February 2023	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against enforcement notice - occupation of caravans	Committee decision 9 December 2022 LPA Statement submitted 22 March 2023 Accompanied site visit scheduled 16 July 2024

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2023/0004/UNAUP2 APP/E9505/C/23/3322890 and APP/E9505/C/23/3322949	Jeanette Southgate and Mr R Hollocks	Appeals received by the BA on 24 and 26 May 2023 Appeal start dates 27 and 29 June 2023	Berney Arms Inn	Appeal against enforcement notice - occupation of caravan	Committee decision 31 March 2023 LPA Statements submitted 9 August and 11 August 2023
BA/2023/0012/HOUSEH APP/E9505/W/23/3326671	Mr M Anwar	Appeal received by the BA on 26 July 2023 Appeal start date 23 October 2023	Broadswater House, Main Road, Ormesby St Michael	Appeal against refusal of planning permission – Single storey flat roof, side/rear extension. Timber fence to boundary. Erection of cart lodge.	Delegated decision 5 May 2023 Fast track householder appeal so no LPA Statement submitted.
BA/2023/0471/HOUSEH APP/E9505/W/23/3333375	Mr and Mrs R Baldwin	Appeal received by the BA on 29 January 2023 Appeal start date 25 March 2024	Barns at The Street Farm, Hardley Steet, Hardley	Appeal against refusal of planning permission – Change of use of two barns to holiday lets.	Delegated decision 9 October 2023 LPA Statement submitted 26 April 2024

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2023/0309/FUL APP/E9505/D/24/3341522	Mr J Broom	Appeal received by the BA on 27 March 2024 Appeal start date 24 May 2024	Ferrymans Cottage Ferry Road Horning	Appeal against refusal of planning permission - loft conversion, including raising ridge line and adjusting pitch to provide the new accommodation	Delegated decision 26 February 2024 Fast track householder appeal so no LPA Statement submitted.

Author: Ruth Sainsbury

Date of report: 04 June 2024

Background papers: BA appeal and application files

Planning Committee

21 June 2024

Agenda item number 15

Decisions made by officers under delegated powers

Report by Head of Planning

Summary

This report sets out the delegated decisions made by officers on planning applications from 13 May 2024 to 7 June 2024 and Tree Preservation Orders confirmed within this period.

Recommendation

To note the report.

Parish	Application	Site	Applicant	Proposal	Decision
Aldeby Parish Council	BA/2024/0104/FUL	Marsh Cottage, Annexe At East End Lane Aldeby Norfolk NR34 0BF	Mr Philip Bodie	Change of use from annexe to holiday accommodation	Approve Subject to Conditions
Barton Turf And Irstead Parish Council	BA/2024/0113/FUL	Cox Boatyard Staithe Road Barton Turf Norfolk NR12 8AZ	Mr E Bishop	Provision of GRP grid decking adjacent 875m of existing quay headings.	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Beccles Town Council	BA/2024/0161/FUL	Beccles Swimming Pool Puddingmoor Beccles Suffolk NR34 9PL	Mr Mike Summers	Replace retractable canopy with mono-pitch canopy	Approve Subject to Conditions
Bighton Parish Council	BA/2024/0048/FUL	Lambsmead Acle Road Moulton St Mary Norwich Norfolk NR13 3AP	Mr C Cole	Proposed dwelling following sub-division	Refuse
Burgh Castle Parish Council	BA/2024/0191/HOUSEH	Whispering Reeds The Dell Butt Lane Burgh Castle Norfolk NR31 9AJ	Mr Tim Flaxman	Provision of land based solar panel array	Approve Subject to Conditions
Fleggburgh Parish Council	BA/2024/0129/FUL	Broadland Sports Club Bridge Farm Track Fleggburgh Norfolk NR29 3AE	Mr Tony Hendon	Erection of single-storey extension, additional hard surfacing and parking spaces	Approve Subject to Conditions
Horning Parish Council	BA/2024/0146/HOUSEH	Owlswick 1 Grebe Island Lower Street Horning Norfolk NR12 8PF	Mr James Selfridge	Replace 50m of timber quay heading with plastic piling and timber board and cap, and raise by 30cm to match existing quay heading of neighbouring property. Replace existing boardwalk.	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Horning Parish Council	BA/2024/0136/HOUSEH	The Haven Ropes Hill Dyke Horning Norfolk NR12 8JS	Mr Andrew Parker	Replace 94m of timber quay heading with steel piling and timber cap and two boards.	Approve Subject to Conditions
Hoveton Parish Council	BA/2024/0200/NONMAT	Kings Head Hotel Station Road Hoveton Norfolk NR12 8UR	Greene King Brewing & Retailing Ltd	Introduction of low level timber board screens. Non-material amendment to permission BA/2023/0254/FUL	Approve
Martham Parish Council	BA/2024/0175/CPLUD	Pumping Station Cess Road Martham Norfolk	Mr Thomas Jones	Replacement Pumping Station. The works constitute development by a drainage body (Broads (2006) Internal Drainage Board) to improve and repair land drainage works (Martham Pumping Station).	CLUED Issued
Thorpe St Andrew Town Council	BA/2024/0138/LBC	Rushcutters 46 Yarmouth Road Thorpe St Andrew Norfolk NR7 0HE	Mr Neal Barclay	Internal modifications including to bar, flooring, wallpaper, tiling, light fittings, curtains & blinds and timber screens.	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Wroxham Parish Council	BA/2024/0147/HOUSEH	High House Beech Road Wroxham Norwich Norfolk NR12 8TP	Mr David Garner	Like for like replacement of 45m of timber quay-heading	Approve Subject to Conditions

Tree Preservation Orders confirmed by officers under delegated powers

Parish	Address	Reference number	Description
N/A	N/A	N/A	N/A

Author: Ruth Sainsbury

Date of report: 10 June 2024