

Planning Committee

AGENDA

Friday 6 November 2015

10.00am

- | | Page |
|--|--------|
| 1. To receive apologies for absence and introductions | |
| 2. To receive declarations of interest | |
| 3. To receive and confirm the minutes of the previous meeting held on 9 October 2015 (herewith) | 3 – 12 |
| 4. Points of information arising from the minutes | |
| 5. To note whether any items have been proposed as matters of urgent business | |

MATTERS FOR DECISION

6. **Chairman's Announcements and Introduction to Public Speaking**
Please note that public speaking is in operation in accordance with the Authority's Code of Conduct for Planning Committee. Those who wish to speak are requested to come up to the public speaking desk at the beginning of the presentation of the relevant application
7. **Request to defer applications included in this agenda and/or to vary the order of the Agenda**
To consider any requests from ward members, officers or applicants to defer an application included in this agenda, or to vary the order in which applications are considered to save unnecessary waiting by members of the public attending
8. **To consider applications for planning permission including matters for consideration of enforcement of planning control:**

None for consideration

9.	Proposed Stalham Staithe Conservation Area Public Consultation Report by Historic Environment Manager (herewith)	Page 13 – 27
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MATTERS FOR INFORMATION

10.	Enforcement Update Report by Head of Planning (herewith)	28 - 32
11.	Appeals to the Secretary of State Update Report by Administrative Officer (herewith)	33 - 34
12.	Decisions made by Officers under Delegated Powers Report by Director of Planning and Resources (herewith)	35 - 37
13.	Circular 28/83:Publication by Local Authorities of information about the Handling of Planning Applications Report by Head of Planning (herewith)	38 - 41
14.	To note the date of the next meeting – Friday 4 December 2015 at 10.00am at Yare House, 62-64 Thorpe Road, Norwich	

Broads Authority

Planning Committee

Minutes of the meeting held on 9 October 2015

Present:

Dr J M Gray– in the Chair

Mr M Barnard
Miss S Blane
Professor J Burgess
Mr N Dixon
Ms G Harris

Mrs L Hempsall
Mr P Rice
Mr V Thomson
Mr J Timewell

In Attendance:

Ms N Beal – Planning Policy Officer (minute 3/9)
Mrs S A Beckett – Administrative Officer (Governance)
Ms M Hammond – Planning Officer (Minute 3/1 - 3/8)
Mr S Bell – for Solicitor
Ms A Long – Director of Planning and Resources
Mr A Scales – Planning Officer (NPS) (Item 3/1 – 3/8)
Ms C Smith – Head of Planning
Ms K Wood – Planning Officer (Compliance and Implementation)

Members of the Public in attendance who spoke:

**BA/2015/ 0223/FULWhitlingham Broad Campsite, Whitlingham Lane,
Trowse with Newton**

Mr F Bootman Applicant

**BA/2015/02/0244/COND Barnes Brinkcraft, Riverside Road,
Wroxham**

Mr A Knights Agent for Applicant

4/1 Apologies for Absence and Welcome

The Chairman welcomed everyone to the meeting particularly members of the public.

Apologies were received from Mr G W Jermany.

4/2 Declarations of Interest

Members indicated that they had no other declarations of pecuniary interests other than those already registered and as set out in Appendix 1.

4/3 Minutes: 11 September 2015

The minutes of the meeting held on 11 September 2015 were agreed as a correct record and signed by the Chairman.

4/4 Points of Information Arising from the Minutes

None reported.

4/5 To note whether any items have been proposed as matters of urgent business

No items had been proposed as matters of urgent business.

4/6 Chairman's Announcements and Introduction to Public Speaking

(1) Parish Forum – 26 October 2015 Upper Thurne - Hickling

The Chairman reminded members that the next Parish Forum for the Thurne and Bure group would be held on 26 October 2015 at The Barn, Tate Loke (Off Mallard Way), Hickling with particular focus on the Hickling Broad Enhancement Project. Doors would be opening at 6.30pm to give the public the opportunity to speak to members and officers with the presentation at 7.30pm.

(2) Planning Training

The Chairman reminded members that there would be training following this meeting to cover: Policy including Objectively Assessed Housing Need, Examinations and Duty to Cooperate.

(3) Public Speaking

The Chairman reminded everyone that the scheme for public speaking was in operation for consideration of planning applications, details of which were contained in the Code of Conduct for members and officers. No member of the public indicated that they intended to record or film the proceedings.

4/7 Requests to Defer Applications and /or Vary the Order of the Agenda

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

4/8 Applications for Planning Permission

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

The following minutes relate to further matters of information, or detailed matters of policy not already covered in the officers' reports, and which were given additional attention.

(1) **BA/2015/0223/FUL Whitlingham Broad Campsite, Whitlingham Lane, Trowse with Newton**

Application for permanent change of use of land to campsite following existing temporary consent BA/2012/0338/CU which expires in March 2016. Consent to include erection of replacement washroom, managers dwelling, four tree shacks and various camping structures and associated infrastructure

Applicant: Whitlingham Broad Campsite

The Planning Officer explained that the application was brought to Committee as it was a major application of public interest and the applicant had recently been an employee of the Broads Authority. Being within the Whitlingham Country Park it was also linked to the Whitlingham Charitable Trust with which the Authority was associated.

The Planning Officer provided a detailed presentation of the proposals for the permanent change of use of the land to a campsite at the western end of the Whitlingham Country Park following the three year temporary consent granted in March 2013, which was due to expire in March 2016. The application included making permanent those elements which had received temporary permissions and additional elements which included: new tree shacks in the wooded slopes to the south of the main camping fields and a new managers dwelling to replace the temporary static caravan facility but set further back from the main camp site and screened but still near to reception; new cycle store, and a new purpose built washroom to replace the existing temporary washroom. The development was intended to be provided in four phases, although this was not included in the proposed conditions as it was not considered reasonable to do so.

The Planning Officer drew attention to the consultation responses and reported on the further views of the Environment Agency and Historic England received since the report had been written. The applicant had since provided a Heritage Statement and although there were some concerns that the site was in grounds of a previous listed garden and house, it was up to the Broads Authority to weigh this against any harm that might be done. The Planning Officer explained that having examined the heritage aspects, officers were satisfied that the impact would be limited. The area had changed significantly in the last few

years particularly as it had previously been a gravel extraction site and development could allow the public to appreciate the heritage of the area.

The Environment Agency had no objections subject to the provision of foul drainage on the site, which could be dealt with by condition. It was noted that Whitlingham Charitable Trust was supportive of the application.

Having provided a detailed assessment against the Authority's policies taking account of the main concerns and issues relating to continuing suitability for the proposed use, visual impact/design, justification for an on-site dwelling, access and parking, heritage and drainage, the Planning Officer concluded that the application could be recommended for approval. The supporting information demonstrated the campsite use had been successfully established without unacceptable impact on amenity, the nature of the business successfully established justified permanent accommodation linked to the campsite use and in accordance with the detailed criteria and tests on viability set out in Policy DP26; and the scale and design was considered commensurate with the business, modest and appropriate.

Mr Bootman, the applicant confirmed that the site had the necessary licenses for camping from South Norfolk Council and this did not include any seasonal restrictions for the use of the campsite and therefore was operational all year round. The use of the site did not include caravans.

In answer to members' concerns relating to the viability of the business, the Planning Officer confirmed that independent advice had been sought and the significant tests in association with Policy DP26 had provided a considerable level of confidence that the business had a sound financial basis, particularly given the relationship between the applicant and the landowners. In response to a member's concerns relating to access by public transport and to facilities, the Planning Officer confirmed that the reception store provided a basic range of provisions, the site sat within a Sustrans route, was less than a 1km walk from Trowse village and 2^{1/2} km to the Norwich bus and train stations.

The Planning Officer confirmed that the applicant had provided an arboricultural management plan in association with the proposal, which highlighted the need for thinning and removal of trees regardless of the development and any work would not change the overall appearance of the site.

Some concerns were expressed about the potential for development creep, particularly associated with the proposed manager's dwelling. It was explained that there was already a modest scale of outbuildings associated with the management of the site and on officer's advice

Members considered that a condition to remove permitted development rights for the dwelling would be appropriate.

Having received reassurances, Members considered that the application was laudable and worthy of support. It was considered that the manager's dwelling linked with the business would provide a suitable level of security required and this together with the other proposals would provide enhancements. In general they were satisfied that the application had been suitably tested against the criteria within Policy DP26 for sustainability. They were conscious that they needed to be mindful of striking a balance when considering the character of the area, a sustainable business and the development not becoming a blot on the landscape but being contained. They were satisfied with the proposed conditions particularly those suggested by the Environment Agency and concurred with the officer's assessment.

Mr Rice proposed, seconded by Prof Burgess and it was

RESOLVED unanimously

that the application be approved subject to detailed conditions as outlined within the report and an additional condition to cover the removal of permitted development rights as the proposal is considered to be acceptable in accordance with the Authority's development plan policies particularly Policies CS1, CS9, CS11 and CS12, CS19 of the adopted Core Strategy (2007), and Policies DP4, DP5, DP11, DP14, DP15, DP26 of the adopted Development Management Policies (2011) and the National Planning Policy Framework (2012) which is also a material consideration in the determination of this application.

- (2) **BA/2015/0244/COND Barnes Brinkcraft, Riverside Road, Wroxham**
Removal of condition 5 from planning permission BA/2008/0266/FUL to remove the requirement to provide 4 public moorings in Wroxham
Applicant: Barnes Brinkcraft Ltd.

The Planning Officer explained that the application involved the two sites now operated by Barnes Brinkcraft Ltd on the north and south side of the River Bure in Hoveton and Wroxham. She provided a detailed presentation of the application for the removal of a condition that restricted the use of an area of 115feet or a total of four public/visitor moorings on the Wroxham side of the river. The application sought to regularise the actual current situation since private boats had been moored on a long term basis in the area allocated and therefore had not been occupied as visitor moorings in accordance with the condition. The applicant wished to seek permission for an amendment to the original proposal to provide six visitor moorings on the Hoveton site of the business on a flexible basis. The proposal included appropriate signposts to provide visiting boats with the necessary directions.

The Planning Officer drew attention to the consultations received and explained that no further comments had been received since the report had been written.

Having provided a detailed assessment of the application which included replacing existing visitor moorings with private moorings and replacing and increasing the provision of visitor moorings within the boatyard on the opposite bank, the Planning Officer concluded that on balance an approval could be given with the amended condition to take account of the applicant's proposal.

Members concurred with the officer's assessment and were in support of the proposal.

Professor Burgess proposed, seconded by Mr Timewell and it was

RESOLVED unanimously

that the application be approved subject to conditions as outlined within the report which took account of the amendments as the proposal is considered to be acceptable in accordance with Policies CS9, CD14 and CS23 of the Core Strategy (2007), Policies DP16, and CP27 of the adopted Development Management Policies (2011) and the National Planning Policy Framework.

4/9 Enforcement of Planning Control: Unauthorised Erection of canopies and Alterations to Shop Front.

The Committee received a report on the unauthorised erection of canopies and alterations to the shop front at Grey's Ices and Confectionary, Norwich Road, Hoveton. As the shop front was physically and visually different from the previous shop front, it was considered that development had occurred without the benefit of planning permission and amendments would have been sought if an application had been submitted, as currently it was considered contrary to Policy. Although negotiations had taken place in order to seek a retrospective planning application none had been forthcoming.

Given the prominence of the amendments and the sensitivities of the area and on the basis that there were concerns over the visual impact on the character of the area, the development being contrary to Policy DP4, as well as concerns over precedent, members considered that it was expedient for the Authority to pursue formal action and that the owner of the business responsible be informed of the Authority's views and intentions.

RESOLVED unanimously

- (i) that authorisation be granted for the issuing of an Enforcement Notice and
- (ii) that authorisation be granted for prosecution (in consultation with the Solicitor) in the event that the Enforcement Notice is not complied with.

4/10 Thorpe Island: Report on Options for Action(s) at Thorpe Island

The Committee received a report on the latest position in relation to Thorpe Island following the decision made at its meeting on 21 August 2015. It was noted that the landowner had submitted a challenge to the High Court decision that introduced both delay and uncertainty. In light of this, Members gave detailed consideration to the options for taking the matter forward in relation to their decision to pursue an Injunction to stop the existing breaches of planning control.

Members agreed that it would not be appropriate at this time to consider direct action in relation to the pontoons and jetties. However members did agree that direct action should be taken against the green metal storage container as the landowner had previously promised to remove the same.

Members noted that following the 21 August Planning Committee meeting, Thorpe Town Council had put in writing their request that the site to be the subject of a Compulsory Purchase Order. Although it was considered that a compulsory purchase order would address the situation in the long term and be beneficial, the process was also likely to take considerable time and could also be subject to challenge from the landowner. They understood that the Authority itself did not have the powers to issue a Compulsory Purchase Order and that it would have to be Broadland District Council to undertake any CPO should they be minded to. However, Members wished to support the Town Council in their efforts to pursue this action.

Members considered that it was important to move matters forward given that so many people's amenity was being affected by so few and in relation to supporting the planning process and both decisions by the Planning courts. They noted the Secretary of State as Respondent's response to the challenge that leave should not be granted to appeal.

RESOLVED

- (i) that the report be noted and endorsed;
- (ii) that an injunction is sought covering all breaches on the site (with the exception of the green storage container) and the adjacent river frontage, with those matters which are the subject of the Court of Appeal challenge suspended pending the outcome of that challenge;
- (iii) that direct action be taken in respect of the green metal storage container; and
- (iv) that the Authority provide a supporting role in any pursuit of a Compulsory Purchase Order.

4/11 The Central Norfolk Strategic Housing Market Assessment

The Committee received a report and presentation from the Planning Policy Officer on the draft Central Norfolk Strategic Housing Market Assessment 2015 and the Objectively Assessed Housing Need identified by it for the Broads Authority. It was noted that this identified 274 dwellings for the Authority's area between 2012 and 2036, the average requirement of affordable housing being 26% across central Norfolk. Members noted that the methods, analysis and Housing Market areas used were considered to be and recognised as being sound and robust and a relevant basis for identification of the objectively assessed housing need. The Authority's needs were included within the Districts OANs and it would be necessary to ensure that there was no double counting. However the Duty to Co-operate would help in this regard when negotiating with the Districts and developing the Authority's Local Plan.

It was noted that residential moorings could not be assessed as part of the OAN but the Authority would need to develop the policies on these in relation to its Local Plan. It was essential that in developing any policies for residential moorings as well as holiday homes/second homes, these would need to be in accordance with the NPPF, fully justified and evidence based.

Although the OAN would be for the period 2012–2036, this would be reviewed every five years within the preparation of the Local Plan. It would also be subject to future demands in relation to the whole area and national policy.

The Authority had not been required to have a housing need or target previously and this being the first time, would require further analysis and understanding as the Local Plan was being developed.

RESOLVED

- (i) that the report be noted;
- (ii) that the Director of Planning and Resources, the Chairman of Planning Committee and the Chair of the Broads Authority be authorised to make any necessary minor amendments arising from the Norfolk Duty to Co-operate Forum and/or from the adoption process of the remaining commissioning bodies and accept this as part of the evidence for the Broads Local Plan.

4/12 Mooring Guide and Riverbank Stabilisation Guide for Consultation Responses

The Committee received a report from the Planning Policy Officer on the results of the consultation on the draft Mooring and Riverbank Stabilisation Guides which took place between 14 July 2015 and 4 September 2015. In light of the comments received a number of changes to the guide were proposed which were given due consideration. Members were informed that Members of the Navigation Committee would also be updated on progress at their next meeting. Although not Supplementary Planning Documents the guides would be used and signposted to those proposing moorings and

riverbank stabilisation and used in giving weight when determining planning applications and potentially any subsequent appeals if required.

RESOLVED

- (i) that the report be noted;
- (ii) that the proposed changes to the Guide be endorsed and that it be
- (iii) RECOMMENDED to the Broads Authority that the Mooring Guide and Riverbank Stabilisation Guide be adopted.

4/13 Enforcement Update

The Committee received an updated report on enforcement matters already referred to Committee.

RESOLVED

that the report be noted.

4/14 Appeals to Secretary of State Update

The Committee received a report on the appeals to the Secretary of State against the Authority's decisions since 1 March 2015. The Head of Planning reported that with regard to the appeal by Mr Shirley on the appeal against the refusal to vary the condition, this had been allowed. The appeal against the Authority for costs had been dismissed.

RESOLVED

that the report be noted.

4/15 Decisions Made by Officers under Delegated Powers

The Committee received a schedule of decisions made by officers under delegated powers from 1 September 2015 to 1 October 2015.

RESOLVED

that the report be noted.

4/16 Date of Next Meeting

The next meeting of the Planning Committee would be held on Friday 6 November 2015 starting at 10.00 am at Yare House, 62- 64 Thorpe Road, Norwich.

The meeting concluded at 12.55 pm

CHAIRMAN

Code of Conduct for Members

Declaration of Interests

Committee: **Planning Committee**

Date of Meeting: 11 September 2015

Name	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)
Paul Rice	4/13	Enforcement Issues – Ferry Inn, Horning as currently involved in mediation.
Vic Thomson	4/8(1)	On Whitlingham Board
Gail Harris	4/8(1)	On Whitlingham Board
Jacquie Burgess	4/8 and 4/9	Toll Payer; resident of Whitlingham Hall estate

Proposed Stalham Staithe Conservation Area Public Consultation
Report by Historic Environment Manager

Summary: Members will be aware that the Authority has a responsibility to review its current Conservation Areas and from time to time consider the designation of new ones. This includes the publication of these Appraisals and Management Proposals.

The purpose of this report is to give members the opportunity to comment on re-appraisal work that has been carried out on the Stalham Staithe Conservation Area prior to a public consultation exercise.

Recommendations:

That Members

- (i) consider the Stalham Staithe Conservation Area draft re-appraisal; and
- (ii) subject to member comments, endorse it for public consultation.

1 Introduction

- 1.1 Members have previously agreed to assessment work being carried out on the phased re-appraisal of existing areas, taking into account the duty of the Authority to identify, and maintain up to date appraisals of existing Conservation Areas and, as appropriate designate new areas.
- 1.2 Members will be aware that an informal agreement has been reached with the District's Conservation Officers whereby areas that fell mainly within the Broads Authority area would have the appraisal work carried out by the Broads Authority and areas that fell mainly outside the Broads Authority area would have the appraisal work carried out by the relevant district.
- 1.3 The Stalham Staithe Conservation Area falls almost entirely within the Broads Authority executive boundary. So in this case, the initial appraisal work has been carried out by the Broads Authority.

- 1.4 The Broads Authority will organise and fund the public consultation. The details of the proposed public consultation process are outlined below.
- 1.5 A copy of the Stalham Staithe draft appraisal and draft proposed boundary is appended (Appendix 1).

2 Public Consultation Exercise

- 2.1. Once Members have considered the draft Conservation Area appraisal and proposed boundary the next stage of the process is to undergo a public consultation exercise in line with best practice and the Broads Authority Statement of Community Involvement. This will give residents within the Conservation Area and other stakeholders the chance to comment on any issues or options arising from the detailed appraisal work.
- 2.2. In this instance the consultation is proposed to take the form of a summary leaflet distributed to all households in the Conservation Area and other stakeholders including the Town Council. The leaflet will include a summary of the appraisal and a map indicating the boundary revisions. The leaflet will also give consultees the opportunity to feedback to the Authority regarding the proposals. It is also intended where practical to advertise re-appraisals in Parish magazines or newsletters.
- 2.3 During the six week consultation period the Authority will host an exhibition in Stalham where Officers from the Broads Authority will be in attendance to answer questions and receive feedback from the public. Officers from North Norfolk District Council will also be invited to attend.
- 2.4. Following the public consultation exercise a further report will be brought before the Broads Authority Planning Committee setting out the feedback from the public and stakeholder consultation and proposed actions as a result of the consultation.
- 2.5 Taking into account the duty of the Authority to maintain up to date appraisals of existing conservation areas, formally designate areas which are considered worthy of designation and other policy issues, the Committee will at that stage consider whether or not to formally adopt the re-appraisal of the Stalham Staithe Conservation Area.
- 2.6 The Heritage Asset Review Group considered the draft appraisal work at its last meeting on 21 August 2015 and recommended a report to Planning Committee for consideration and a decision regarding public consultation.

3 Financial Implications

- 3.1 There are financial implications of a continuing appraisal programme for existing and proposed conservation areas within the Broads in terms of initial assessment and if required more detailed appraisal work.

- 3.2 The Authority has a Cultural Heritage Budget of £30 000 part of which has been allocated for carrying out this continuing appraisal programme. The Historic Environment Manager will continue to identify and carry out initial assessment work in house. The existing budget will be used where considered appropriate to fund the detailed appraisal work.
- 3.3 The Stalham Staithe Conservation Area boundary is proposed to be altered as a result of the re-appraisal, There will be, however, no additional financial implications for its administration, as the suggested amendment to the boundary is for a slight reduction in area. The part of the area in question is also outside the Broads Executive area.
- 3.4 The administration of the area in terms of the consideration of development management proposals, works to trees applications and future appraisal work will therefore be no greater than previously existed.

4 Conclusions

- 4.1 The Authority has a statutory duty to consider areas which are worthy of designation as Conservation Areas.
- 4.2 Up to date Conservation Area appraisals provide a useful reference for both the Local Planning Authority in the determination of applications. They also provide useful guidance for Applicants and Agents when considering the preparation of development proposals.
- 4.3 It is considered that the area identified by the draft boundary map and described in the draft appraisal at Stalham Staithe is worthy of Conservation Area Designation following a detailed assessment, and that public and stakeholder consultation is required.

Background papers: None

Author: Ben Hogg
Date of report: 20 October 2015

Appendices: APPENDIX 1 – Stalham Staithe Conservation Area Re-appraisal

Stalham Staithe Conservation Area Re-appraisal

Introduction

Why have Conservation Areas?

A review of policies relating to the historic environment carried out by English Heritage on behalf of the Secretary of States for Culture Media and Sport and the Environment Transport and the Regions was published in December 2000 under the heading 'Power of Place'.

The Report which reflected views now held generally by the population at large, confirmed 5 main messages

- i Most people place a high value on the historic environment and think it right there should be public funding to preserve it.
- ii Because people care about their environment they want to be involved in decisions affecting it.
- iii The historic environment is seen by most people as a totality. They care about the whole of their environment.
- iv Everyone has a part to play caring for the historic environment. More will be achieved if we work together.
- v Everything rests in sound knowledge and understanding and takes account of the values people place on their surroundings.

In summary we must balance the need to care for the historic environment with the need for change. We need to understand the character of places and the significance people ascribe to them.

The concept of conservation areas was first introduced in the Civic Amenities Act 1967, in which local planning authorities were encouraged to determine which parts of their area could be defined as "Areas of Special Architectural or Historic Interest, the character or appearance of which it is desirable to preserve or enhance".

The importance of the 1967 Act was the first time recognition was given to the architectural or historic interest, not only of individual buildings but also to groups of buildings: the relationship of one building to another and the quality and the character of the spaces between them.

The duty of local planning authorities to designate conservation areas was embodied in the Town and Country Planning Act 1971, Section 277. Since then further legislation has sought to strengthen and protect these areas by reinforcing already established measures of planning control in the Planning (Listed Buildings and Conservation Areas) Act 1990, and now reflected in the National Planning Policy Framework (NPPF).

Unlike listed buildings, which are selected on national standards, the designation of Conservation Areas in the main is carried out at District level based upon criteria of local distinctiveness and the historic interest of an area as a whole. However, in the past, the criteria adopted by different local authorities in determining what constitutes a special area have tended to vary widely. For example, although public opinion seems to be overwhelmingly in favour of conserving and enhancing the familiar and cherished local scene, what is familiar to many, may only be cherished by some. Over the last 30 years this approach has changed significantly. Much greater emphasis is now placed on involving the local community in evaluating 'what makes an area special', whether it should be designated and where boundaries should be drawn.

It is now recognised that the historical combination of local architectural style and the use of indigenous materials within the wider local landscape creates what has been termed 'local distinctiveness'. Distinctiveness varies within the relatively restricted confines of individual counties, which in turn are distinct in terms of the country as a whole.

Conservation Area designation for settlements and wider areas which embody this local distinctiveness may afford them protection against development which bears no relation to the locality either in terms of the buildings within it or landscape surrounding it.

The historical development of such settlements and their surrounding landscape are the 'journals' through which the social and economic development of the locality can be traced. The pattern of agricultural and industrial progress of settlements (their social history) is by definition expressed in the architecture and landscape of any area.

It is not intended (nor would it be desirable) to use Conservation Area designation as a way of preventing or restricting development, the expansion of a settlement or preventing contemporary innovative design. Logically in the future new development should add to, rather than detract from the character of an area and will in turn help to chart historical development. However, all development should seek to preserve and/or enhance the character and appearance of the area.

Aims and objectives

The conservation area at Stalham Staithe was originally designated in 1991. This appraisal examines the historic settlement and special character of Stalham Staithe, reviews the boundaries of the conservation area and suggests areas for change.

If adopted, the appraisal will provide a sound basis for development management and encourage development initiatives which endeavour to improve and protect the conservation area as well as stimulate local interest and awareness of both problems and opportunities.

Planning policy context

The majority of the land and buildings in the Conservation Area are within the Broads Authority Executive area and the Broads Authority is responsible for all Planning matters in these areas. North Norfolk District Council is responsible for Planning matters in two areas of the existing conservation area, to the west and northwest of Mill Road. The appraisal suggests amendments to the boundary in one of those areas.

There are a range of policies which affect Conservation Areas both within the Broads Authority and North Norfolk District Council areas, originating from both national and local sources. The latest national documents in respect of historic buildings and Conservation Areas are The Government's Statement on the Historic Environment for England 2010. The National Planning Policy Framework published in March 2012, and Planning Practice Guidance for the NPPF 2014, published by the Department for Communities and Local Government. The Broads Authority and North Norfolk District Council consider the various provisions contained in them in plan making and decision making. Locally, in line with government policy, the Broads Authority and North Norfolk District Council are currently reviewing and revising local policies which will be published in the Local Plan (formerly the Local Development Framework (LDF)).

The Broads Authority has an adopted Core Strategy (2007) and Development Management Policies DPD (2011) and adopted Sites Specifics DPD (2014).

To support these policies, the Broads Authority provides further advice in a series of leaflets, which are currently being reviewed and expanded as part of the Local Plan process. A list of those currently available is attached in Appendix 3.

North Norfolk Local Development Framework: Core Strategy (adopted 2008) – relevant policies are:

- **Policy EN 8: Protecting and Enhancing the Historic Environment:** - Specifies that development proposals should preserve or enhance the character and appearance of designated assets (which includes conservation areas), other important historic buildings, structures, monuments and their settings through high quality, sensitive design.
- **Policy EN 2: Protection and Enhancement of Landscape and Settlement Character:** - Specifies criteria that proposals should have regard to, including the Landscape Character Assessment and distinctive settlement character and views into and out of conservation areas.
- **Policy EN 4: Design:** - Specifies criteria that proposals should have regard to, including the North Norfolk Design Guide.
- **North Norfolk Design Guide, Supplementary Planning Document (adopted 2008)** - Provides guidance to those involved in the management of the built environment and with the objective of improving design quality.
- **North Norfolk Landscape Character Assessment, Supplementary Planning Document (adopted 2009)** - Provides an assessment of the landscape character of the District with an objective of informing development proposals.

Summary of special interest

Stalham Staithe is a small settlement to the south of the town of Stalham. In contrast to the densely developed edge of the town to the north of the A149, the early development at Stalham Staithe is more informally sited around the historic staithe, which is bordered by a number of boatyards in a network of inlets and mooring basins at the head of Stalham Dyke which is connected to the northern part of the Broads via the River Ant. The Conservation Area contains many mature trees and is fringed by trees and alder carr giving it a verdant setting. Some large scale boatyard buildings outside the Conservation Area are out of proportion with the generally domestic scale buildings of the historic settlement.

Location and setting

The parish of Stalham is situated in North Norfolk at the head of Stalham Dyke, which runs north-eastwards from the upper River Ant in the northern part of the Broads waterway area. Stalham Staithe is a small settlement to the south of the town of Stalham, but separated from it by the A149

which connects Wroxham and Hoveton to Ludham. It is approximately 15 miles (24 km) north east of Norwich.

General settlement character and plan form

The Conservation Area of Stalham Staithe is roughly triangular in shape with the main part of the settlement grouped around the historic staithe on Staithe Road and extending to the west to include the cottages on the north side of Mill Road. The historic development in the conservation area is mainly of a domestic scale, although some buildings formerly in commercial use are larger. Apart from the cottages on Mill Road, the buildings are grouped around the Staithe and the network of inlets and mooring basins associated with the neighbouring boatyards. The boatyard developments outside the Conservation area include some large industrial type buildings which are of a different scale to the historic buildings and although their physical form does not contribute to the character of the Conservation Area, the activities associated with them contribute to the vibrancy of the area. Quiet in winter, the area is busy in the summer months with visitors in holiday mood as they come to hire boats for their time on the Broads.

Landscape setting

Stalham Staithe is set within the gently undulating shallow valley of the River Ant. This part of the Broads is known for being the least saline influenced of the Broadland fens and consequently the most diverse.

The historic development at Stalham Staithe is not easily seen from outside the settlement, hidden by mainly 20th century development from the A149 on the north-eastern edge; views from the south and west are terminated by trees and carr woodland. From the waterways, the boatyards and mooring basins dominate the views until the traditional buildings around the staithe are reached.

The Conservation Area is bordered to the north-west by a large arable field fringed by mature trees to the south and east marking the settlement around the staithe. Carr woodland around the water's edge to the east and west of the Conservation Area boundary lend a green fringe to the setting of the Conservation Area and mature trees within the Conservation Area contribute to its verdant character.

Historical background

The Parish of Stalham

The Norfolk Historic Environment Service compiles records of known archaeological activity, sites, finds, cropmarks, earthworks, industrial remains, defensive structures and historic buildings in the county, in the Norfolk Historic Environment Record (NHER), and an abridged version can be accessed through the Norfolk Heritage Explorer website at www.heritage.norfolk.gov.uk. Records for Stalham parish date from pre-historic times with every period represented in some way.

The name Stalham may derive from the Old English meaning 'homestead by a pool' or 'homestead with stables'.

The parish of Stalham has a long history and was well established by the time of the Norman Conquest. Its population, land ownership and productive resources were detailed in the Domesday Book of 1086 which recorded that the parish contained rich agricultural land and valuable woodland, which suggested that during the medieval period the area around Stalham was a thriving farming community.

This is borne out by the enclosures and field boundaries recorded in the NHER suggesting that the land around Stalham was fertile and suitable for farming from the Roman period through the medieval to post medieval periods. Other records relating to the medieval period attest to the religious, social, domestic and commercial activities in the parish, including peat and turf cutting for fuel. By the post medieval period surrounding marshes were being drained by two windmills and a smock mill, and there was at least one corn mill in the district. Records also show that bricks were being made locally. The opening of the Midland and Great Northern Joint Railway in 1880 which ran between Melton Constable & Great Yarmouth brought better communications with local towns for trade which gradually had a detrimental effect on commercial water borne traffic. However, it also heralded the heyday of the tourist trade on the river and Broads navigation channels which benefitted the town. Following the closure of the railway in 1959, the A149, which bypasses Stalham, was built along its

line and the Stalham Station buildings were dismantled and rebuilt at the new Holt Station as part of North Norfolk Railway.

Stalham Staithe

Staithe (or landing places) were the local focal points of an area's economy before and after the coming of the railways. Although little is known about the early history of Stalham Staithe, it is likely that it was being used for water transport by 1810, when the Enclosure Map indicates a long dyke, divided in two at the end, with two small buildings to the south side on land that was the Poor's Allotment, where the Museum of the Broads is situated now. By 1841, the Stalham Tythe map shows two larger buildings replacing the original ones by the water. The land is marked on the map as belonging to Samuel Cooke, who had a new dyke cut into it and a tall brick building constructed at the end, now The Old Granary, where a date stone bears his initials, SCS and a date of 1808.

Only a small number of the records in the NHER are within the Stalham Staithe Conservation Area boundary. These include the Old Granary on Staithe Road and the remains of an early 19th century brick tower mill in Mill Road.

The Old Granary is the only listed building in the Conservation Area (Grade II) and is recorded in the list description as an 'excellent example of a rare industrial building'. The building operated as a wherry granary, with the river staithe running underneath the building to allow wherries to moor and load or unload grain through hatches from the building. The building is now a private house. The mill and adjacent mill house on Mill Road were constructed around 1817. The mill had a 3 storey tarred brick tower with a Norfolk boat shaped cap and patent sails. It powered a flour mill via two pairs of stones. First known as Staithe Mill and later as Burton's Mill, it had fallen out of use by 1937, the upper part of the tower was demolished and during World War II the remaining lower storey was converted to an air raid shelter, with a reinforced concrete roof. The original mill formed part of a well known local scene that was photographed in the late 19th century by all the eminent Broadland photographers, including PH Emerson, Payne Jennings and George Christopher Davies.

Two small cottages, known as Utopia and Arcadia also featured prominently in late 19th century photographs. Built of flint, and probably dating from the 18th century, the cottages were extended and altered using brick at sometime during the 19th and again during the 20th century. Still in existence at the time of this survey, albeit in a very poor condition, Planning Approval was granted following an appeal in 2013, for their demolition and replacement with a single house.

Stalham Staithe grew up around the staithe and waterborne trade and the Burton family was instrumental in its development during the 19th and early 20th centuries. One of the buildings housing the Museum of the Broads, on the south side of Staithe Road, is dated 1820 with the initials RB. Although rendered and colour-washed now, it is constructed of Norfolk red brick, probably manufactured in the brick field and kiln on the north side of Staithe Road which is shown on maps as late as the mid 20th century. Goods such as malting barley and later sugar beet were stored for transportation in the building and the smaller brick building behind, from which they could be loaded directly onto wherries through doors on the dyke side. It is likely that the RB on the date stone is Robert Burton as there are members of the Burton family recorded as living at the Staithe from the early 1800s. It is also probable that they constructed and lived in The Staithe House on which a date stone is inscribed RB 1813. The land called Poor's Staithe (the site of the Museum) was leased from the Charity Commission, the rent collected going to the poor of the parish. Robert Burton at one time also owned the corn mill in Mill Road.

Kelly's Directory of 1883 records that '*The river Ant affords facilities for landing coal, corn, malt and all other kinds of merchandise*' and '*Water conveyance to Yarmouth from Mrs Sarah Burton's wharf*'.

In 1891, members of the Burton family were recorded as trading from The Poor's Staithe as Coal, Corn and Oil Merchants, using small wherries built in the area, at least one of which was constructed especially narrow to allow it to pass under the old Wayford Bridge to travel to Aylsham via the North Walsham and Dilham Canal. The Burtons were still leasing the Staithe land living at Staithe House in 1906, when the family was trading as Corn Merchants and Burton's coal yard was operating until shortly before The Museum of the Broads took over the buildings later in the century/1998. The

Burton's also owned the former granary buildings now known as Burton's Mill (1909 and 1936) on Staithe Road, now in residential use.

Wherries are inextricably linked to the history of Stalham Staithe. They were the main means of carrying grain and other crops out of the area and bringing in fertiliser and coal. Manned by two men, they were once a common but impressive sight, with masts 40' high and a sail area of 1,200 sq ft. One of the Burton's wherries, the Ceres, was constructed by Josiah Cubitt Teasel, who was listed as a boat builder at Stalham Staithe in 1881, on the site where Moonfleet Marine is now. Josiah had previously worked for prolific wherry builders the Southgate family at Sutton, and he was probably the first boat builder to occupy a site at Stalham. He lived at Stalham until his death in 1906, hiring out yachts, small rowing boats and a wherry from his yard, and is known to have built at least three wherries there. His wife Sarah continued the business for a few years before selling it to the Southgates who ran the boatyard up to the Second World War after which it became Stalham Yacht Services and then Moonfleet Marine continuing the tradition of boat hire from that site.

Other wherries known to have been trading from Stalham Staithe were owned by Robert Cooke, a wealthy local farmer, brick maker, merchant and miller who died in 1881, who must have used his craft to carry bricks, corn and other crops to and from the staithe. Smaller boats carried other local goods such as sedge (known as litter) which was used for stuffing horse collars and thatching.

With improved road and rail transport, the traditional, small scale transport and storage activities dwindled and by the mid to late 20th century commercial activity around the staithe was almost entirely connected to the tourist industry, boat-building firms, boatyards hiring craft to visitors or other supporting businesses. The intensification of this industry led to the construction of large scale industrial type buildings, and although these are mainly outside the Conservation Area, they have had an effect on the character of the staithe providing a contrast in scale between the traditional buildings and the later ones.

The 19th century buildings around the staithe are constructed of local red brick with red or black pantiled roofs. Maps prior to 1950 (but not that of 1957) indicate a kiln and 'brick field' on the site now occupied by C.T. Baker. Although it is known that other brickfields existed in the Stalham area, it is likely that this local supplied the materials for the earlier houses and cottages.

Although outside the conservation area boundary, Richardson's boatyard has played a significant part in the development of The Staithe as a major centre for Broads's holidays. Originally operating a hire fleet from Oulton Broad, the company moved to a larger site in Stalham in the late 1950s. Fifteen years later, the original site had expanded to create the largest boatyard on the whole of the Norfolk and Suffolk Broads, with a subsidiary company building fibreglass hire craft. In 1974, the whole of the Stalham boatyard with its fleet of 244 cruisers was sold to the Rank Organisation and the Richardson's boat building operation moved to Catfield, later hiring out boats from Acle. The company bought back the Stalham boatyard from Rank in 1984, the fleet, which had deteriorated badly, was renovated, and the boatyard continues to operate from Stalham, adding to the vibrancy of the area and the waterways, particularly during summer months. In 1998, the Museum of the Broads relocated its premises from Potter Heigham. The museum records and illustrates the history of the Norfolk and Suffolk Broads and explores how people's lives have shaped the landscape through archive material, exhibits and artefacts including Falcon, a working steam launch which makes regular trips on the river for visitors. Whilst only open to the public during the summer months, activity at the museum continues throughout the year when volunteers maintain and refresh the exhibits. The museum attracts many visitors, not only those who are hiring boats nearby but also those who make a special trip to visit it, which adds to the vitality of the Conservation Area.

In recent years Stalham Staithe has become a popular centre for visitors to stay for holidays to explore the Broads area, for boating and for fishing. This is mainly in self-catering accommodation in part of Burton's Mill and some of the cottages. If this trend continues, it will inevitably have an effect on the character of the Conservation Area with activity concentrated in the summer months.

Spatial and character analysis
Staithe Road.

From the A149 to the north there is no visual hint of the historic core of the conservation area as trees and an overgrown hedge gives only glimpses of the new development at Burton's Mill, a white cottage (Mill View) and the commercial premises of C.T. Baker's builder's merchants yard.

The main approach into Staithe for vehicles is a relatively recent slip-road from the A149 via Staithe Road, past commercial premises to either side, which tend to give it an industrial feel. The southern side of the road forms the Conservation Area boundary and beyond this a large scale, long span metal clad building of Richardson's boatyard dominates the view, followed by an open storage area for the boatyard. The north-east side of Staithe Road to the A149 is within the Conservation Area; at the entrance to the road on a triangular piece of land, semi-mature trees and a small pond are in the curtilage of the builder's merchants, C.T. Baker Ltd. Baker's yard is open to view via the vehicle entrances either side of their offices in a recently constructed red brick building sited close to the road and designed to echo the form of terraced cottages further into the conservation area. A date stone in the gable of the office building records 'CT Baker 2006' and it reflects other, 19th century date stones in the Conservation Area. Black chain link fencing and gates enclose narrow grassed areas on the perimeter of the Baker's site, which whilst neat, do little to enhance the character of the Conservation Area. Additional planting to supplement the recently planted trees would soften this main entrance to the Conservation Area.

A yew hedge next to Baker's premises encloses the garden area to Mill View, which is set back towards the main A149 road and approached via a lobe from Staithe Road. Mill View is a white painted brick house possibly dating from the late 19th century, but much altered in the 20th century. The 1885 Ordnance Survey map shows a row of four cottages on this site and on the east side of the lobe a block of four small outhouses built of brick and un-knapped field flints may once have served the former cottages.

Beyond the lobe, as Staithe Road begins a gentle curve, the 19th century character of the area is more apparent, with on the east side, Cordova Cottages, four late nineteenth century red brick cottages of a traditional terraced design with pantile roofs, the ridge running parallel to the road. Their red brick front garden walls topped with bull-nose red brick copings are an attractive feature. It would appear that the rear gardens to the cottages have been truncated with a variety of fences to form an informal parking area which is somewhat down-at-heel.

Further on, another terrace of four houses of a similar design, Riverside Cottages, has the same boundary wall treatment. A vacant site between the two terraces was granted Planning Approval in 2013 for four new houses with parking behind, accessed via an arch, which will enclose the street scene in this part of the Conservation Area.

Opposite this site and Riverside Cottages are a group of traditional buildings backing onto the water – first Staithe Marsh House, a 19th century, two storey rendered house and then The Old Granary, which is the only listed building in the settlement. Both contribute to the character of the area, but the latter is an unusual and striking building and the tallest in the Conservation Area.

Next to The Old Granary and set back from the road is a large timber clad gable of a boat building company. This traditional design is echoed next door in some of the group of buildings that house The Museum of the Broads. A 20th century curved roof open area links earlier buildings, some clad in timber, others in corrugated metal and those on the corner of Staithe Road in local red brick and rendered brick. The building on the corner is gable end to the road with a date stone at its apex inscribed with 'RB 1820'.

Opposite the Museum of the Broads are three red brick buildings known as Burton's Mill linked at first floor level with 20th century timber clad 'bridges'. In contrast to the smaller scale terraced cottages, the two earlier sections of the buildings present their gables to the road and this is echoed, albeit on a smaller scale, in the 21st century addition at the northern end. The two original gables have date stones in their apex, the first in terracotta inscribed 'HB 1909' and the second a greatly eroded stone which possibly reads 'HB 1936', indicating dates for their construction and that they were part of the Burton family holdings. There is an attractive wrought iron lamp bracket above the former loading door on the later gable. These buildings were converted to residential use earlier this century, and as part of the scheme, additional dwellings were built on the site to the rear, beside the A149, echoing the design form of Burton's Mill, with a series of smaller scale linked gables facing the access road. This is the largest recent development in the Conservation Area and whilst the design and materials are sympathetic to their surroundings, the constraint of accommodating vehicle access and sufficient parking has produced open areas of hard landscaping. This and the communal gardens would benefit from additional landscaping and planting.

Two late 19th or early 20th century single storey buildings at the northern tip of the site were also converted to residential use and the retention of their scale and materials add to the character of the Conservation Area.

Staithe House, in a prominent corner position overlooking the staithe, is a symmetrically designed early 19th century red brick house with a black glazed pantiled roof. Built to impress, albeit in a modest way, the date stone in the gable reads 'RB 1813' announcing the Burton family residence. Behind the house is a generous garden with mature trees which are a prominent feature and enhance the setting of the settlement as does the high flint and brick garden wall.

Staithe Road divides in front of Staithe House with one section continuing northwards towards the A149 where it is closed for vehicles; the other curving west and north around the staithe to join Mill Road to the west.

To the north of the staithe and forming a group with Staithe House, a single storey brick and flint building with a prominent gable faces the road. It appears to date from around the same period as Staithe House and may well have been associated with the Burton businesses, but was converted to the Mermaids Slipper Restaurant in the late 20th century. A small timber building on the road side houses refuse and recycling facilities for visitors.

As the road follows the edge of the staithe, the waterside activities become apparent, boats and boatsheds and southwards, a view along the inlet with a backdrop of trees and alder carr in the distance. The area at the head of the staithe is effectively the main focal point of the conservation area. Burton's Mill, Staithe House, the adjoining Mermaid's Slipper Restaurant and the traditional buildings of the Museum of the Broads provide some sense of enclosure. Opposite the staithe, the road has been widened in front of the restaurant to accommodate car parking bays delineated with yellow lines. This area could be given a more cohesive character if the line of the road was defined, for example through a change of surface material for the parking area and improvements to the concrete 'apron' and step to the refuse and recycling shed. Low planting on the line of the trees and shrubs in the grassed area in front of the restaurant would lend a sense of enclosure, to visually draw together the whole area orientated towards the staithe.

To the west of The Mermaid's Slipper, is an area of grass with seats and a picnic bench, flanked by a watercourse and mature trees and separated from the road by a low timber rail. This could be a much more attractive and relaxing space with better placing of the seating, limited hard surfacing (to enable it to be used all the year round) and appropriate additional planting. The bedding type planting in the boat and vehicle tyre containers appears inappropriate for this semi-rural setting.

On the opposite side of the road the twin gabled roofs of 1 Old Yacht Station stand out at the road junction. The corrugated iron cladding, timber bargeboards and the green and cream colour scheme epitomises the working waterside buildings of the Broads. Although the more recent industrial unit adjacent takes a similar form using modern materials, it does not make the same contribution to the character of the Conservation Area.

The northern section of Mill Road is a leafy lane with mature trees on either side, until it becomes a pedestrian access to the A149. A late 20th century house, mid 20th century bungalows and allotment gardens to the west are not of the same character as the rest of the area and it is recommended that the Conservation Area boundary should be adjusted to exclude them and the field and pumping station further along Mill Road.

On the east side a 21st century house built in part of the former garden to Staithe House is almost hidden behind a hedge and mature trees. The contemporary design makes an interesting contribution to the character of the area and its timber cladding is in harmony with its surroundings.

At the junction of Staithe Road and Mill Road, a late 19th century red brick and pantile house is orientated to overlook the staithe. Prominent on the staithe, Moonfleet Marine was constructed in the 20th century on the site of an earlier building. Clad in timber with a pantile roof, its straightforward form is reminiscent of traditional waterside buildings and it makes a positive contribution to the Conservation Area.

Mill Road.

The character of the Conservation Area becomes more rural as Mill Road curves south-westwards, with traditional cottages backing onto the low lying water side and a large open field to the west. Whilst there is no open water visible from the road, boatyard activities are apparent on the eastern side of Mill Road where lokes leading down to the water enable glimpses of brightly coloured boats in mooring basins. Larger scale boatyard buildings set back from the road behind working and casual storage areas contrast with the neat front forecourts of the smaller scale cottages closer to the road. Two pairs of cottages, both built with roofs running parallel to the road, the first rendered and the second in local red brick, are separated by an area of undeveloped land. Whilst the trees here make a contribution to the character of the area, it is somewhat marred by the caravans and sheds which appear to have been there some time.

Mill Road makes a sharp right hand bend to the west on which is Mill House, a long two storey, colour washed brick cottage built at right angles to the road and the remains of the brick tower of the corn

mill, which is an unexpected structure. Much photographed in the 19th century, at its full height, it must have been a very prominent feature in this part of the settlement.

Around the corner, Mill Road becomes a narrow lane enclosed by hedges of holly and ivy which is a distinctive feature, enclosing a neat camping area and marina to the south, outside the Conservation Area. On the north side of the road are four traditional cottages, the first two detached in large gardens with colour washed brick or rendered walls and pantile roofs. At the western most tip of the Conservation Area is a pair of low two storey brick and pantile cottages. The pent (small lean-to) roofs over canted bays with small gabled porches are a most unusual feature. Mature trees and traditionally designed garages or outbuildings in this part of Mill Lane add character to it.

Architectural styles and materials:

Although only one building within the Conservation Area boundary is included in the Secretary of State's list of buildings of special architectural or historic interest (Appendix 1), there are a number of buildings which are considered to make a positive contribution to the character of the Conservation Area which are noted in Appendix 2.

The buildings at Stalham Staithe date from the early 19th century, and although it is possible that the staithe may have been used for local water transport before that date, no earlier buildings survive.

With no prevalent architectural style, as would be found for example in planned suburban areas, there is a variety of building designs, with a contrast of scale between commercial and domestic uses. The Old Granary and Burton's Mill, and to a lesser extent the earlier buildings at The Museum of the Broads, are of a larger scale than the cottages on Mill Road and tend to have their gables facing the road to provide height for storage and make the most of narrow plots at right angles to the road. The domestic terraces and pairs of cottages are generally built for ease of construction, with roof ridges following the line of the roads, although there are exceptions, such as Vine Cottage.

It is possible that the Burton family planned the siting of their buildings; certainly Staithe House and Burton's Mill are in prominent positions. The Old Granary is built to take advantage of the waterway of the staithe for loading wherries.

There is some consistency of materials with locally made red or black glazed pantiles and red brick, the latter possibly from the brick field on the staithe until the mid 20th century. Slates were a popular roofing material in the 19th century, but unusually there are none in Stalham Staithe, possibly because they would have been more expensive than locally available materials as they would have had to be brought in from another part of the country. Local flints, trimmed with bricks were also used, generally as a utilitarian material such as those in the outhouses on the loke to Mill View, the garden wall to Staithe House and the walls of The Mermaid's Slipper Restaurant, which was probably an outbuilding to the house. Earlier watercraft buildings utilise corrugated iron (The Old Yacht Station) and timber boarding (John Williams Boats). More recent buildings have followed the earlier precedents; brick and pantile for the extensions to Burton's Mill and timber cladding to Moonfleet Marine. The most recent building, a new house on the northern section of Mill Lane uses timber in a contemporary manner.

The larger 20th century boatyard buildings are generally outside the Conservation Area and although they often use modern materials of a similar profile to the historic ones, the larger scale spans are out of character with the buildings in the earlier settlement.

Ground surface treatments, private and public realm.

Roads in the Conservation Area are finished with asphalt; the absence of formal pavements adds to the character of the Stalham Staithe. It is suggested elsewhere in this document that changes in materials in front of the staithe could visually unify the area. On private land, gravel is the most usually used and is a sympathetic material for the Conservation Area.

Barriers are limited around the open aspect of the staithe, which is visually pleasing, and the low-key timber rails around the picnic area are unobtrusive.

Trees, hedges and boundary treatments.

Trees and hedges are significant elements in the Conservation Area and outside it, providing a green backdrop to the settlement. Notable areas in the Conservation Area are:

- Trees in the garden of Staithe House and on the land to the north of The Staithe
- Hedges and trees on land to the west of Mill Road
- Trees beyond the cottages at the west of the conservation area
- Hedges on Mill Road beyond Mill House

The overgrown hedge and trees along the A149 soften the appearance of the new development at the rear of Staithe Road.

The removal of hedges and traditional boundary walls, particularly to provide parking in front gardens can have an adverse impact on the setting of buildings and the overall street scene. This is

particularly noticeable in Mill Road where the replacement of very low wicket fences and concrete bollards with additional planting and/or more traditional fences would help to define public and private space.

The brick front boundary walls to Riverside and Cordova Terraces and the flint and brick garden wall to Staithe House contribute to the character of the Conservation Area. The chain link fences around the builder's merchant compound have already been commented on.

Issues, pressures and opportunities for improvements

Generally the buildings and gardens in the Conservation Area are well maintained and there are no structures that would qualify to be on the Buildings at Risk Register. However, redundant structures and storage areas on some of the boatyard sites are negative factors in the Conservation Area. The special character of conservation areas can easily be eroded by seemingly minor, and well intentioned, home improvements such as the insertion of replacement windows and doors with ones of an inappropriate design or material, (for example hinged opening lights in lieu of sash windows and UPVC instead of painted timber). This can be a particular issue with unlisted buildings that have been identified as contributing to the character of the Conservation Area. In line with current legislation, all complete window replacements are required to achieve minimum insulation values, but recognising the affect that inappropriate replacements can have, Local Authorities can relax that requirement when considering the restoration or conversion of certain buildings within conservation areas, and advice should be sought from the Local Authority at an early stage.

Suggested areas for improvements:

Staithe Road

- Consider additional planting around Bakers builders merchants site to soften the effect of the chain link fencing and provide some screening of the storage area
- Consider more sympathetic surface and boundary treatments and/or planting to parking area behind Cordova Cottages
- Consider additional planting to the car parking and communal areas behind Burton's Mill
- Review the public realm in front of The Mermaid's Slipper Restaurant and consider an alternative surface material for the parking area to re-define the edge of the road in front of The Staithe
- Consider improvements to the refuse and recycling structure to integrate it with the parking and road
- Consider improved landscaping, planting and siting of benches to the picnic area

Suggested change to the Conservation Area boundary.

The boundaries to the Conservation Area are as illustrated on the accompanying map and as described in the text. It is suggested that the conservation area boundaries are adjusted to exclude the following area;

- The allotment gardens, bungalows, late 20th century house, field and pumping station to the west of Mill Road as they are not of the same quality of character as the remainder of the Conservation Area (all within the North Norfolk District Council area). No 1 The Old Yacht Station to be retained in the Conservation Area as it is a prominent corner feature.

Public consultation

Consultation with interested parties and organisations was carried out in accordance with the Broads Authority 'Statement of Community Involvement'. A joint consultation exercise was undertaken with North Norfolk District Council as the proposed conservation area boundaries include land in both planning authority areas as defined on the maps included in the character appraisals. A letter and leaflet were delivered to all residents and businesses within the conservation area boundary, and copies of the appraisal documents were made available both online and in hard copy format in the Broads Authority offices. The leaflet included a comments section and consultees were also able to comment on line.

A public exhibition was held on etc.....

Appendix 1

Listed buildings in the conservation area

The Old Granary, Staithe Road. Grade II

Appendix 2

Unlisted buildings that make a positive contribution to the character of the conservation area

(Within the Broads Authority executive area unless otherwise noted.)

Whilst the following buildings and boundary walls within the Conservation Area do not merit full statutory protection, they are considered to be of local architectural or historic interest, and every effort should be made to maintain their contribution to the character of the Conservation Area.

Staithe Road:

- Flint and brick outhouses on loke to Mill View (Mill View not included??)
- Riverside cottages & front boundary walls
- Cordova Cottages & front boundary walls
- Burtons Mill - former warehouses fronting Staithe Road
- No. 21 (Staithe Barn)
- Staithe House, outbuildings & garden wall
- Mermaids Slipper Restaurant
- (Granary – redeveloped in 2008)
- Staithe Marsh House
- John Williams Boats - boatbuilding shed
- Museum of the Broads – boatbuilding sheds
- Museum of the Broads - rendered & colour-washed former storage warehouse
- Museum of the Broads – brick former storage warehouse beside Staithe

Mill Road:

- Green & cream commercial sheds at 1 Old Yacht Station (NNDC area)
- Moonfleet Marine
- Riverside
- Vine Cottage
- 20c corrugated clad boatshed
- Alder Cottage
- Rose Cottage
- 1 & 2 Utopia Way
- Wilkins Cottage
- Goffins Cottage
- Mill House & remains of windmill
- Nightingale Cottage (NNDC)
- Toad Hall (NNDC)
- Briar Cottage & Garage/outhouse to Briar Cottage (NNDC)
- Haven Cottage (NNDC)

Appendix 3

Broads Authority Guidance leaflets:

- Keeping the Broads Special
- Do I need Planning Permission?
- How do I apply for Planning Permission?
- Building at the Waterside – A guide to design of waterside buildings in the Broads Authority area
- Environment and Landscape – How do I plan and manage trees and scrub alongside rivers?
- Development and Flood Risk in the Broads
- Riverbank Protection Works – A guide for riparian landowners
- Sustainability Guide – Sustainable development in the Broads

Appendix 4

Contact details and further information:

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62 – 64 Thorpe Road
Norwich

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 Website: www.broads-authority.gov.uk
 North Norfolk District Council
 Council Offices
 Holt Road
 Cromer
 Norfolk
 NR27 9EN
 Tel: 01263 513811
 Website: www.northernorfolk.org

Norfolk Historic Environment Service
 Union House
 Gressenhall
 Dereham
 Norfolk NR20 4DR
 Tel 01362 869280
 Website: www.heritage.norfolk.gov.uk

Appendix 5

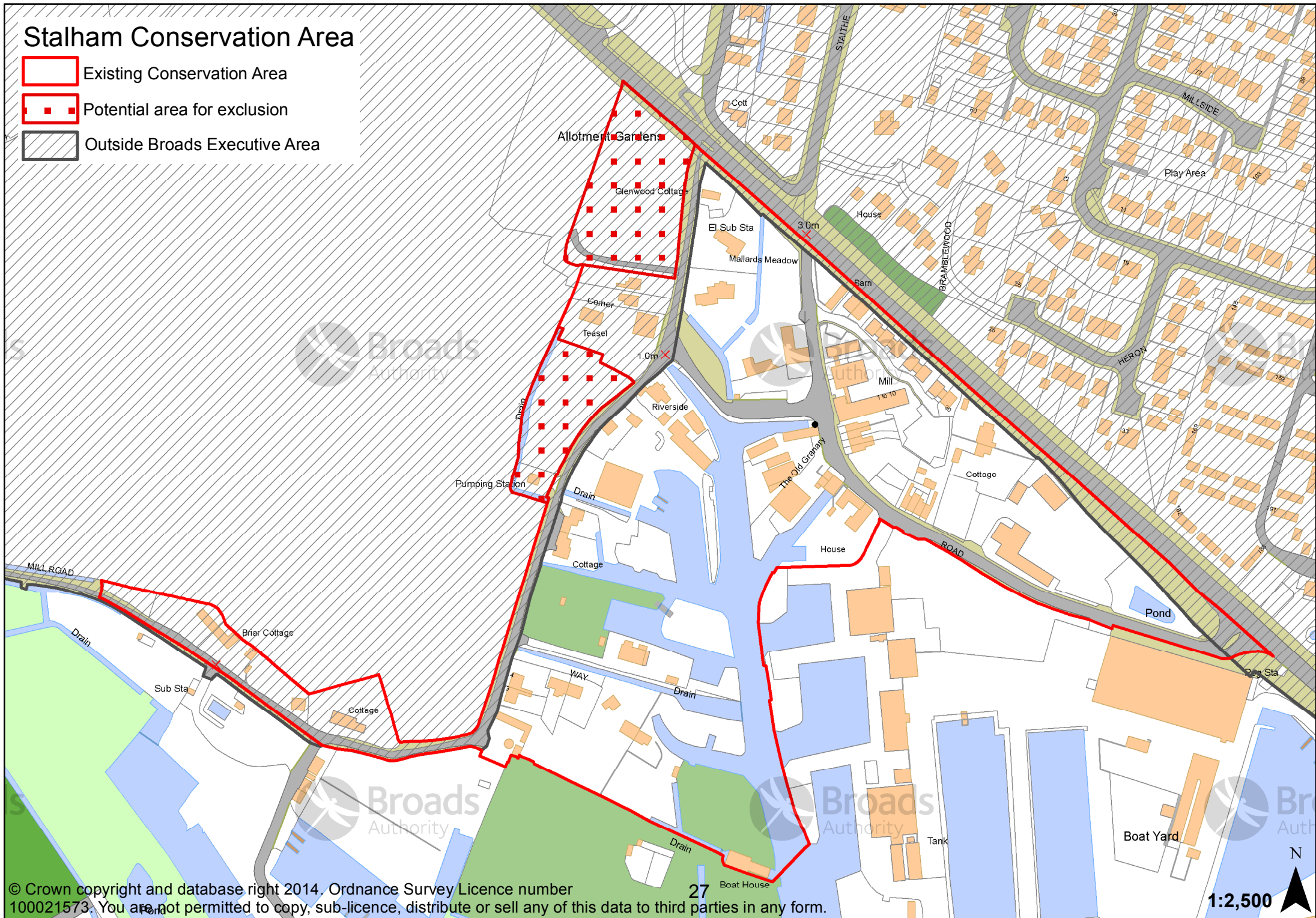
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 - www.tournorfolk.co.uk
 - www.museumofthebroads.org.uk
-

Stalham Conservation Area

- Existing Conservation Area
- Potential area for exclusion
- Outside Broads Executive Area



Enforcement Update
Report by Head of Planning

Summary: This table shows the monthly updates on enforcement matters.

Recommendation: That the report be noted.

1 Introduction

1.1 This table shows the monthly update report on enforcement matters.

Committee Date	Location	Infringement	Action taken and current situation
5 December 2008	"Thorpe Island Marina" West Side of Thorpe Island Norwich (Former Jenners Basin)	Unauthorised development	<ul style="list-style-type: none"> Enforcement Notices served 7 November 2011 on landowner, third party with legal interest and all occupiers. Various compliance dates from 12 December 2011 Appeal lodged 6 December 2011 Public Inquiry took place on 1 and 2 May 2012 Decision received 15 June 2012. Inspector varied and upheld the Enforcement Notice in respect of removal of pontoons, storage container and engines but allowed the mooring of up to 12 boats only, subject to provision and implementation of landscaping and other schemes, strict compliance with conditions and no residential moorings Challenge to decision filed in High Court 12 July 2012 High Court date 26 June 2013

Committee Date	Location	Infringement	Action taken and current situation
21 August 2015			<ul style="list-style-type: none"> • Planning Inspectorate reviewed appeal decision and agreed it was flawed and therefore to be quashed • “Consent Order “has been lodged with the Courts by Inspectorate • Appeal to be reconsidered (see appeals update for latest) • Planning Inspector’s site visit 28 January 2014 • Hearing held on 8 July 2014 • Awaiting decision from Inspector • Appeal allowed in part and dismissed in part. Inspector determined that the original planning permission had been abandoned, but granted planning permission for 25 vessels, subject to conditions (similar to previous decision above except in terms of vessel numbers) • Planning Contravention Notices issued to investigate outstanding breaches on site • Challenge to the Inspector’s Decision filed in the High Courts on 28 November 2014 (s288 challenge) • Acknowledgment of Service filed 16 December 2014. Court date awaited • Section 73 Application submitted to amend 19 of 20 conditions on the permission granted by the Inspectorate • Appeal submitted to PINS in respect of Section 73 Application for non-determination • Section 288 challenge submitted in February 2015 • Court date of 19 May 2015 • Awaiting High Court decision • Decision received on 6th August – case dismissed on all grounds and costs awarded against the appellant. Inspector’s decision upheld • Authority granted to seek a Planning Injunction subject to

Committee Date	Location	Infringement	Action taken and current situation
9 October 2015			<p>legal advice</p> <ul style="list-style-type: none"> • Challenge to High Court decision filed in Court of Appeal on 27 August 2015 • Authority granted to seek a Planning Injunction to cover all breaches, suspended in respect of that still under challenge, and for direct action to be taken in respect of the green container • Leave to appeal against High Court decision refused on 9 October 2015 • Request for oral hearing to challenge Court of Appeal decision filed 2015
17 August 2012	The Ferry Inn, Horning	Unauthorised fencing, importation of material and land-raising and the standing of a storage container	<ul style="list-style-type: none"> • Enforcement Notice served in respect of trailer on 25 September 2013 • Compliance required by 11 November 2015 • Further breaches identified and negotiations underway
8 November 2013	J B Boat Sales, 106 Lower Street, Horning	Unauthorised building of new office not in accordance with approved plans	<ul style="list-style-type: none"> • Authority for serving an Enforcement Notice in consultation with the solicitor requiring the removal of a prefabricated building and restoration of site, with a compliance period of three months. Authority to prosecute in the event of non-compliance • Enforcement Notice served 19 November 2013 • Compliance required by 6 April 2014 • Negotiations underway regarding planning application • Compliance not achieved and no application submitted • Solicitor instructed to commence Prosecution proceedings

Committee Date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Case to be heard in Norwich Magistrates Court on 28 January 2014 • Case adjourned to 25 February 2015 • Planning application received 13 February 2015 and adjournment to be requested for Hearing • Revised Scheme submitted and approved • Remedial works to be completed by 8 August 2015 • Remedial works to be completed by 8 October 2015 • Further period for compliance sought; remedial works to be completed by 8 November 2015
10 October 2014	Wherry Hotel, Bridge Road, Oulton Broad –	Unauthorised installation of refrigeration unit.	<ul style="list-style-type: none"> • Authorisation granted for the serving of an Enforcement Notice seeking removal of the refrigeration unit, in consultation with the Solicitor, with a compliance period of three months; and authority be given for prosecution should the enforcement notice not be complied with • Planning Contravention Notice served • Negotiations underway • Planning Application received • Planning permission granted 12 March 2015. Operator given six months for compliance • Additional period of compliance extended to end of December 2015
5 December 2014	Staithe N Willow	Unauthorised erection of fencing	<ul style="list-style-type: none"> • Compromise solution to seek compliance acceptable subject to the removal of the 2 metre high fence by 31 October 2015 • Site to be checked 1 November 2015

Committee Date	Location	Infringement	Action taken and current situation
24 July 2015	Cross Keys Dilham	Unauthorised siting of a static caravan	<ul style="list-style-type: none"> • Authority given for the serving of an Enforcement Notice seeking removal of the Static Caravan with a compliance period of three months; and authority given for prosecution (in consultation with the solicitor) in the event that the Enforcement Notice is not complied with • Enforcement Notice served 27 August 2015 • Compliance required by 2 January 2016
9 October 2015	Grey's Ices and Confectionary, Norwich Road, Hoveton	Unauthorised erection of canopies and Alterations to Shop Front.	<ul style="list-style-type: none"> • Authority given for the issuing of an Enforcement Notice seeking removal of the canopies and alterations and authority given for prosecution, in consultation with the Solicitor in the event that the Enforcement Notice is not complied with

2 Financial Implications

2.1 Financial implications of pursuing individual cases are reported on a site by site basis.

Background papers: BA Enforcement files

Author: Cally Smith
Date of report: 23 October 2015

Appendices: Nil

Appeals to the Secretary of State: Update
Report by Administrative Officer

Summary: This report sets out the position regarding appeals against the Authority since October 2015.

Recommendation: That the report be noted.

1 Introduction

- 1.1 The attached table at Appendix 1 shows an update of the position on appeals to the Secretary of State against the Authority since October 2015.

2 Financial Implications

- 2.1 There are no financial implications.

Background papers: BA appeal and application files

Author: Sandra A Beckett

Date of report: 23 October 2015

Appendices: APPENDIX 1 – Schedule of Outstanding Appeals to the Secretary of State since October 2015

APPENDIX 1

Schedule of Outstanding Appeals to the Secretary of State since October 2015

Start Date of Appeal	Location	Nature of Appeal/ Description of Development	Decision and Date
22-10-15	App Ref BA/2015/ APP/E9505/ Silver Dawn, Woodlands Way Horning Reach Horning NR12 8JR Mr N Barrett	Appeal against refusal Variation of Condition 3 of BA/2012/0056/FUL to amend approved roof material	Committee decision on 6 February 2015 Start date 22 October 2015 Questionnaire to be received by 29 October 2015 Statement of case to be received by 26 November 2015

Decisions made by Officers under Delegated Powers

Report by Director of Planning and Resources

**Broads Authority
Planning Committee**

06 November 2015

Agenda Item No. 12

Summary:	This report sets out the delegated decisions made by officers on planning applications from 01 October 2015	to 26 October 2015
Recommendation:	That the report be noted.	

Application	Site	Applicant	Proposal	Decision
Brundall Parish Council				
BA/2015/0320/HOUSEH	53 Riverside Estate Brundall Norwich Norfolk NR13 5PU	Mr And Mrs Burns	Extensions and alterations.	Approved Subject to Conditions
Fleggburgh Parish Council				
BA/2015/0217/HOUSEH	Bridge View Stokesby New Road Acle Fleggburgh Norfolk NR13 3AU	Mr Trevor Thain	Demolition of side extension and front porch and erection of two storey side, two storey rear extension, single storey rear extension and front porch.	Approved Subject to Conditions
Fritton With St Olaves PC				
BA/2015/0310/HOUSEH	Herons Acre Priory Road St Olaves Fritton And St Olaves Norfolk NR31 9HQ	Dr Derek Riddel	Timber quay heading.	Approved Subject to Conditions
Hoveton Parish Council				
BA/2015/0305/HOUSEH	Half Acre Horning Road Hoveton Norwich Norfolk NR12 8JW	Mr And Mrs Potter	Two storey side extension.	Approved Subject to Conditions
BA/2015/0256/COND	Daisy Broad The Rhond Hoveton Norfolk	Mr Christopher Broom	Variation of Condition 3 of PP 2008/0187/COND to enable use of holiday homes as second homes.	Approved Subject to Conditions

Application	Site	Applicant	Proposal	Decision
Langley With Hardley Parish Council				
BA/2015/0275/FUL	Whitehouse Farm Hardley Road Hardley Norfolk NR14 6DA	Miss Lorna Newton	Refurbish and extension to existing menage	Approved Subject to Conditions
Oulton Broad				
BA/2015/0261/HOUSEH	Marsh House Marsh Road Lowestoft Suffolk NR33 9JY	Mark Turrell	Two storey rear extension.	Approved Subject to Conditions
BA/2015/0194/LBC	153 Bridge Road Lowestoft Suffolk NR33 9JU	Mr Jan Overy	Amendment to existing consent for pp BA/2012/0382/LBC to facilitate change of use from offices to residential.	Approved Subject to Conditions
BA/2015/0266/HOUSEH	The Croft Romany Road Lowestoft Suffolk NR32 3PJ	Mr Sean Roberts	Proposed external changes to existing dwelling comprising of the provision of horizontal timber board cladding to walls at first floor level to rear (west) and both flanks (north and south), the creation of new ground floor openings to rear (west) and the provision of an array of solar panels on rear (west) roofslope. Provision of an enlarged area of porous-surfaced hardstanding adjacent to vehicular entrance.	Approved Subject to Conditions
BA/2015/0286/HOUSEH	Broad Staithe Broadview Road Lowestoft NR32 3PL	Mr & Mrs Walker	Orangery to replace conservatory and new roof to kitchen.	Approved Subject to Conditions
BA/2015/0227/HOUSEH	Borrowsdale Waveney Hill Lowestoft Suffolk NR32 3PR	Mr And Mrs Purcell	Erection of two storey front and rear extensions and single storey side extensions and two storey garage.	Approved Subject to Conditions
Reedham Parish Council				
BA/2015/0309/FUL	Ship Cottage 21 Riverside Reedham Norwich Norfolk NR13 3TF	Mr And Mrs Graham And Susanne Nundy	Installation of new BV600 steel sheet piling in front of existing very decayed timber quay heading	Approved Subject to Conditions

Application	Site	Applicant	Proposal	Decision
Surlingham Parish Council				
BA/2015/0272/FUL	West Bank Coldham Hall Carnser Surlingham Norfolk NR14 7AN	Mr Samuel Dunning	Closed board deep piling 43. meters to contain and secure landmass on river frontage (24.5m) and side dyke of 18.5m of closed board deep piling only. Some extraction and re-shaping for newline of piling.	Approved Subject to Conditions
Upton With Fishley Parish Council				
BA/2015/0271/CU	Fishley Hall Fishley Upton Norwich Norfolk NR13 6DA	Mr F P Molineux	Change of use of barns for use as a wedding venue.	Approved Subject to Conditions
West Caister Parish Council				
BA/2015/0259/FUL	Marsh View Chapel Lane West Caister Great Yarmouth Norfolk NR30 5TA	Mr Tony Harvey	Retrospective planning application for a lean to shed, constructed from wood, with a metal box profile roof for storage of vehicles and hobbies.	Approved Subject to Conditions
Worlingham Parish Council				
BA/2015/0260/FUL	Land Lying West Of Marsh Lane Worlingham Beccles	Mr Vittorio Marzotto	Excavation of two scrapes.	Approved Subject to Conditions
Yarmouth Town				
BA/2015/0318/ADV	Shell Petrol Station Caister Road Great Yarmouth Norfolk NR30 4DL	Mr P Cook	Replacement sign.	Approved Subject to Conditions

**Circular 28/83: Publication by Local Authorities of
Information About the Handling of Planning Applications**
Report by Head of Planning

Summary: This report sets out the development control statistics for the quarter ending 30 September 2015.

Recommendation: That the reported be noted.

1 Development Control Statistics

1.1 The development control statistics for the quarter ending 30 September 2015 are summarised in the table below.

Table 1

Total number of applications determined	46					
Number of delegated decisions	42					
Type of decision	Numbers granted			Numbers refused		
	42			4		
Speed of decision	Under 8 wks	8-13 wks	13-16 wks	16-26 wks	26-52 wks	Over 52 wks
	39	4	2	1		
Numbers of Enforcement Notices	1					
Consultations received from Neighbouring Authorities	21					

Table 2: National Performance Indicators

	BV 109 The percentage of planning applications determined in line with the government's new development control targets to determine planning applications.			
National Target	60% of Large Scale Major* applications in 13 weeks	60% of Small Scale Major* applications in 13 weeks	65% of Minor* applications in 8 weeks	80% of other applications in 8 weeks
	<i>*Large Scale Majors refers to any application for development where the site area is over 10000m²</i>	<i>*Small Scale Majors refers to any application for development where the site area is over 1000m² but under 9999m²</i>	<i>*Minor refers to any application for development where the site area is under 1000m² (not including Household/ Listed Buildings/Changes of Use etc)</i>	<i>Other refer to all other applications types</i>
Actual	2 applications received. 2 determined in 13 weeks (100%)	0 application received. 0 determined in 13 weeks (100%)	17 applications received. 16 determined in 8 weeks (94%)	27 applications received. 22 determined in 8 weeks (81.5%)

Table 3: National Performance Indicators for the year 2015-2016

% of major applications in 13 weeks	% of minor applications in 8 weeks	% of other applications in 8 weeks
100%	94%	81.5%

Background Papers: Development Control Statistics provided by Broads Authority using CAPS/Uniform Electronic Planning System

With effect from 1 April 2008, all LPA's are required to record applications using the new 1-27 classification codes. This report has been amended to show how the new classifications are monitored.

Author: Asa Coulstock
Date of Report: 26 October 2015
Appendices: APPENDIX 1 - Table 1 (PS1 returns)
APPENDIX 2 - Table 2 (PS2 returns)

APPENDIX 1

Table 1 (PS1 returns): Planning applications dealt with in the quarter ending 30 September 2015.

1.1	On hand at beginning of quarter	18
1.2	Received during quarter	58
1.4	Withdrawn, called in or turned away during quarter	4
1.4	On hand at end of quarter	26
2.	Number of planning applications determined during quarter	46
3.	Number of delegated decisions	42
4.	Number of statutory Environmental Statements received with planning applications	0
5.1	Number of deemed permissions granted by the authority under regulation 3 of the Town and Country Planning General Regulations 1992	0
5.2	Number of deemed permissions granted by the authority under regulation 4 of the Town and Country Planning General Regulations 1992	0
6.1	Number of determinations applications received	0
6.2	Number of decisions taken to intervene on determinations applications	0
7.1	Number of enforcement notices issued	0
7.2	Number of stop notices served	0
7.3	Number of temporary stop notices served	0
7.4	Number of planning contravention notices served	0
7.5	Number of breach of conditions notices served	0
7.6	Number of enforcement injunctions granted by High Court or County Court	0
7.7	Number of injunctive applications raised by High Court or County Court	0

Table 2 (PS2 Returns): Number of decisions made during the quarter analysed by time taken from application to decision in the quarter ending 30 September 2015.

Type of Development	Total Decisions			Total Decisions Time from application to decision					
	Total	Granted	Refused	Not more than 8 wks	More than 8 wks but not more than 13 wks	More than 13 wks and up to 16 wks	More than 16 wks and up to 26 wks	More than 26 wks and up to 52 wks	More than 52 wks
Large-scale Major									
Dwellings	0	0	0	0	0	0	0	0	0
Offices/ light industry	0	0	0	0	0	0	0	0	0
Heavy industry/storage/warehousing	1	1	0	0	1	0	0	0	0
Retail distribution and servicing	0	0	0	0	0	0	0	0	0
Gypsy and Traveller Sites	0	0	0	0	0	0	0	0	0
All other large-scale major developments	1	1	0	1	0	0	0	0	0
Small-scale Major									
Dwellings	0	0	0	1	0	0	0	0	0
Offices/ light industry	0	0	0	0	0	0	0	0	0
Heavy industry/storage/warehousing		0	0	0	0	0	0	0	0
Retail distribution and servicing	0	0	0	0	0	0	0	0	0
Gypsy and Traveller Sites	0	0	0	0	0	0	0	0	0
All other small-scale major developments	0	0	0	0	0	0	0	0	0
Minor									
Dwellings	1	1	0	1	0	0	0	0	0
Offices/ light industry	0	0	0	0	0	0	0	0	0
Heavy industry/storage/warehousing	5	4	1	5	0	0	0	0	0
Retail distribution and servicing	0	0	0	0	0	0	0	0	0
Gypsy and Traveller Sites	0	0	0	0	0	0	0	0	0
All other minor developments	11	11	0	10	0	0	1	0	
Others									
Minerals	0	0	0	0	0	0	0	0	0
Change of use	4	1	3	1	2	1	0	0	0
Householder developments	20	20	0	1	1	0	0	0	0
Advertisements	0	0	0	0	0	0	0	0	0
Listed building consent to alter/extend	3	3	0	3	0	0	0	0	0
Listed building consent to demolish	0	0	0	0	0	0	0	0	0
Conservation Area Consents	0	0	0	0	0	0	0	0	0
Certificates of lawful development	0	0	0	0	0	0	0	0	0
Notifications	0	0	0	0	0	0	0	0	0
TOTAL	46	42	4	39	4	2	1	0	0
Percentage (%)	100	91.3	8.7	84.7	8.7	4.3	2.3		

Development Control Statistics provided by Broads Authority using CAPS/Uniform Electronic Planning System.