

Planning Committee

Minutes of the meeting held on 8 May 2026

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Present

Tim Jickells – in the Chair, Harry Blathwayt, Andrée Gee, Tony Grayling, James Harvey and Matthew Shardlow

In attendance

Jason Brewster – Governance Officer, Jane Fox – Planning Officer (item 7.1), Steve Kenny – Development Manager, Kate Knights– Heritage and Design Manager (item 9) and Lorraine Taylor – Head of Governance

Members of the public in attendance who spoke

Alistair Paterson (applicant) for item 7(1) - Land To The West Of Church Loke, Coltishall.

1. Apologies and welcome

The Chair welcomed everyone to the meeting.

Apologies were received from Stephen Bolt, Martyn Hooton, Gurpreet Padda, James Reeder, Vic Thomson and Fran Whymark.

Openness of Local Government Bodies Regulations 2014

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

2. Declarations of interest and introductions

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

3. Minutes of last meeting

The minutes of the meeting held on 10 April 2026 were approved as a correct record and signed by the Chair.

4. Matters of urgent business

There were no items of urgent business

5. Chair's announcements and introduction to public speaking

The Chair stated that public speaking was in operation in accordance with the Authority's Code of Practice for members of the Planning Committee and officers. Those who wished to

speakers were invited to come to the Public Speaking desk when the application they wished to comment on was being presented.

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

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

7. Applications for planning permission

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

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

(1) BA/2025/0096/FUL Land To The West Of Church Loke, Coltishall

Construction of 1 x Self-build Dwelling and 2 x Market Housing Dwellings

Applicant: A. Paterson

The Planning Officer (PO) provided a detailed presentation of the application for the development of two market housing dwellings and one self-build dwelling on land, accessed from Church Loke, adjacent to the southern edge of the Coltishall Development Boundary.

The presentation included a location map with nearby listed buildings marked, an aerial image of the site relative to the Broads Authority Executive Area, the Coltishall Settlement Boundary and the River Bure, a map of the entire Coltishall Settlement Boundary, as defined in the Greater Norwich Local Plan, with the site and two recent approved sites (one within and one adjacent to this boundary) marked, a site map with local facilities marked, an existing site layout, an aerial photograph of the site, various photographs of the approach to the site from Church Street along Church Loke, various photographs of the site, a proposed site layout and landscaping plan, artist impressions of the three plots, diagrams of the proposed elevations and floor plans for plot 1 and an indicative list of proposed materials.

In assessing the application, the PO addressed the key issues of: the principle of development, impact on the landscape including heritage assets, the design of the new buildings and the impacts on the Conservation Area, ecology, trees, neighbour amenity, highways, Nutrient Neutrality and Green Infrastructure and Recreational disturbance Avoidance and Mitigation Strategy, Biodiversity Net Gain and the impacts of climate change.

In response to a question the PO confirmed that the historic refusal referred to by the Parish Council was a different site on Church Loke. This development related to a change from commercial to residential use which was refused as the marketing criteria, required to confirm that commercial use was no longer viable, had not been fulfilled. This decision was appealed, the appeal was dismissed by the Planning Inspectorate and a subsequent revised application was refused for the same reason.

A Member noted that this site's location was not consistent with the current Local Plan for the Broads and asked whether this was also true for the emerging Local Plan for the Broads. The Development Manager (DM) confirmed that this was the case although, given that the site conformed with the Housing and Economic Land Availability Assessment criteria, if it had been submitted for consideration during a call for sites it would have been recommended to be allocated in the Local Plan.

A Member asked whether the development would increase the risk of surface water flooding. The PO indicated that the development included sustainable drainage and water harvesting although detailed plans, which could be conditioned, were yet to be provided. These systems, plus the location of the site on the ridge of the river valley, would provide some form of mitigation.

A Member asked for more detail regarding the relocation of trees and whether this relocation was necessary. The PO confirmed that the impacted trees would be extracted and moved and that the development had attempted to incorporate the existing green features where possible. The Authority's Tree Consultant had reviewed the supplied Arboricultural Method Statement and had no objection to the development.

Mr Paterson, the applicant, stated that any new development within Coltishall would fall outside the development area as its boundary followed the gardens within the village with the exception of the scrapyard located in the centre of the village. Mr Paterson believed the development's design was sympathetic to the Conservation Area and was in character with the vibrant culture of Coltishall.

A Member asked whether the concern raised in an objection, regarding relocated trees impacting existing trees on the site boundary, was legitimate. Mr Paterson responded that the root protection zones of existing trees had been plotted and that the relocated trees would not be planted within those zones.

A Member was concerned that these dwellings would be used for holiday lets. Mr Paterson explained that there was no vacant space, above the garages for example, to create additional accommodation within the proposed dwellings.

A Member believed the Biodiversity Net Gain (BNG) assessment had mistakenly excluded the self-build dwelling. The Member believed the BNG regulations permitted the exemption of self-build dwellings when the development consisted exclusively of dwellings that were self-build. The DM agreed to confirm the BNG assessment with the Authority's BNG Consultant to ensure it was consistent with the relevant regulations.

Members supported the application with a Member characterising the development, given its location, as a natural evolution of the village.

Matthew Shardlow proposed, James Harvey seconded

It was resolved unanimously to delegate approval of BA/2025/0096/FUL to the Head of Planning, subject to BNG confirmation, the completion of a S106 agreement and the following conditions:

- i. Time limit
- ii. In accordance with approved plans and documents
- iii. *Prior to commencement - Landscaping plan
- iv. *Prior to commencement - Trees – Detailed Arboricultural Method Statement
- v. Bats – soft demolition of small shed on site.
- vi. Bat (2) Night Lighting – none in woodland area
- vii. Bats (3) Prior to installation – lighting plan
- viii. Birds – removal of woody vegetation time of year to be specified
- ix. Precautionary working method – reptiles/amphibians.
- x. Bird boxes – one per new dwelling minimum
- xi. Bat boxes – one per new dwelling minimum
- xii. Bat boxes (2) – two on existing mature trees along the northern boundary or other mature trees in suitable locations.
- xiii. Highways - Prior to occupation - Access, on-site car parking and turning arrangement.
- xiv. *Pre-commencement – Biodiversity Net Gain
- xv. *Pre-commencement - SuDs/water harvesting details
- xvi. Prior to installation – Air Source Heat Pumps
- xvii. Prior to occupation – Pumping station details
- xviii. Nutrient Neutrality – in accordance with S106
- xix. Self-build – in accordance with S106
- xx. Construction times
- xxi. Water usage 110 litres per head per day

8. Enforcement update

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

Land on the West Side of River Waveney, Beccles - Unauthorised development without planning permission

The wooden decking boards and posts had been removed from the site in compliance with the Enforcement Notice (EN). The DM confirmed that the EN would not be removed to expediate any further action relating to unauthorised development at this site.

Land on the South-West Side of Norwich Road, Gillingham, Beccles - Unauthorised fence and development of mooring plot

An extension to the compliance period had been granted due to the extenuating circumstances of the landowner. The revised compliance period had subsequently expired and the site had not been cleared. The landowner had been informed that the Authority would consider direct action to clear the site.

9. Broads Authority Landscape Character Assessment Supplementary Planning Document

The Heritage and Design Manager (HDM) introduced the report, which detailed updates to the Landscape Character Assessment (LCA) and its categorisation as a Supplementary Planning Document (SPD). The LCA was intended to inform development proposals and planning decisions in order that the special landscape qualities of the Boards were protected.

The HDM explained that the first version of the LCA was introduced in 2006 and this iteration was the first major update since 2016. The changes focused on improvements to the accessibility of the LCA, the previous version contained multiple images with embedded captions and low contrast text both of which failed to meet accessibility standards. The document had also been simplified and brought up-to-date with aerial mapping of each landscape character area.

Two public consultations had been undertaken for the revised LCA: The first consultation had elicited 14 representations, with a further two representations received on the second occasion. The representations had been considered and amendments made to the document where necessary.

It was intended that the LCA should be designated an SPD to provide extra weight in planning decisions and for inclusion as supporting evidence for the emerging Local Plan for the Broads. The HDM confirmed that, under the Levelling-up and Regeneration Act 2023, SPDs were being phased out and the Authority would include the LCA in the resulting transition.

Andree Gee proposed, seconded by Harry Blathwayt

It was resolved unanimously to endorse the Landscape Character Assessment Supplementary Planning Document and recommend it for approval by the Broads Authority.

10. Circular 28/83 Publication by Local Authorities of information about the handling of planning applications Q1 (1 January to 31 March) 2026)

The Development Manager (DM) introduced the report, which provided the development management statistics for the quarter ending 31 March 2026. The DM highlighted that all minor and other applications had been determined within statutory timescales or within an agreed extension of time as shown in table 2 (of the report) and exceeded the national performance indicators as shown in table 3 (of the report).

The report was noted.

11. Decisions on Appeals by the Secretary of State between 1 April 2025 and 31 March 2026 and monthly update

The Committee received a schedule of decisions on appeals made by the Secretary of State between 1 April 2025 and 31 March 2026; 10 decisions had been received during this period of which seven were dismissed and three were allowed.

Since the last committee meeting one decision had been received regarding replacing 440m of timber quay-heading with interlocking plastic piling & timber capping at the Pleasure Boat Inn, Staithe Road, Hickling. The Planning Inspector had allowed the appeal and provided a thorough assessment of their reasoning for this decision. The DM did not believe this decision set a precedent for the general use of plastic piling as its use in this instance was caveated by the use of double whaling boards and the existing urbanisation surrounding this site.

A Member noted, following the appeal decision at Plot K, Bureside Estate, Crabbetts Marsh, that this was the second decision allowing plastic piling to be used. The DM explained that the previous decision was more limited in scale and the assessment was less detailed. The latest decision had referenced the emerging Local Plan which provided greater flexibility regarding appropriate materials via a criteria based assessment.

12. Decisions made by officers under delegated powers

The Committee received a schedule of decisions made by officers under delegated powers from 25 March to 22 April 2026 and any Tree Preservation Orders confirmed within this period.

13. Other items of business

There were no other items of business.

14. Date of next meeting

Since the meeting, it had been agreed to cancel the meeting scheduled for 5 June 2026. The next meeting of the Planning Committee would be on Friday 3 July 2026 at 10:00am at The King's Centre, 63-75 King Street, Norwich.

The meeting ended at 11:05am.

Signed by

Chair