

# Planning Committee

## Minutes of the meeting held on 2 May 2025

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## **Present**

Tim Jickells – in the Chair, Andrée Gee, Tony Grayling, James Harvey, Martyn Hooton, Leslie Mogford, Gurpreet Padda (from item 8), Matthew Shardlow and Fran Whymark.

## **In attendance**

Natalie Beal – Planning Policy Officer (items 10-12), Jason Brewster – Governance Officer, Steve Kenny – Development Manager, Emma Krelle – Director of Finance, Kate Knights– Heritage and Design Manager (item 9), Ruth Sainsbury – Head of Planning and Rob Thomas – Head of Governance.

## **Members of the public in attendance who spoke**

No members of the public in attendance.

## **1. Apologies and welcome**

The Chair welcomed everyone to the meeting and noted that this was Rob Thomas' first meeting as the Authority's new Head of Governance.

**Apologies** were received from Harry Blathwayt, Stephen Bolt, Vic Thomson and Melanie Vigo di Gallidoro.

## **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 4 April 2025 were approved as a correct record and signed by the Chair.

## **4. Matters of urgent business**

There were no items of urgent business

## **5. Chair's announcements and introduction to public speaking**

No members of the public had registered to speak.

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

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

## 7. Applications for planning permission

There were no applications for consideration.

## 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 at the Berney Arms, Reedham (Unauthorised residential use of caravans and outbuilding)

The DM confirmed that the appeal against the Enforcement Notice for unauthorised residential use of caravans and outbuilding at land at the Berney Arms, Reedham had been dismissed by the Planning Inspectorate on 22 April 2025. The DM indicated that the owner had been informed that action would be required to conclude this matter and that the Authority would take no further action until the prosecution involving the owner, relating to the operation of another site, had been completed at the end of June 2025. The DM advised that when action was undertaken both the owner and the occupants of the site would be informed.

**The report was noted.**

Gurpreet Padda joined the meeting.

## 9. Neatishead and Hall Road, Barton Turf Conservation Area Appraisal

The Heritage and Design Manager (HDM) introduced the report seeking approval of the Neatishead and Hall Road, Barton Turf Conservation Area Appraisal (CAA) and the addition of a number of buildings, identified during the appraisal, to the Broads Authority's Local List.

The HDM presented a map of the Neatishead and Hall Road, Barton Turf Conservation Area which demonstrated the demarcation between the eastern part of the conservation area within the Broads Executive Area and the remainder within the executive area of North Norfolk District Council (NNDC). The previous Neatishead CAA was completed in 2011, and it was agreed with NNDC that the Authority would take the lead on the current appraisal with input from the district council. The CAA sought to embody the main characteristics of the area and the HDM presented slides to illustrate some of the distinct areas within the conservation area including images of Neatishead village, traditional rural buildings on Hall Road, properties on Irstead Road, Iken's Cottage on Smallburgh Road and Limekiln Dyke. The appraisal detailed the history of the area and buildings of architectural interest and the HDM illustrated this content with a map of the heritage assets in the conservation area, which included listed buildings, buildings that were deemed to provide a positive contribution to the area (and

might not be eligible for national listing) and buildings included on the Authority's Local List, and photographs of two of the listed buildings: a Grade II listed section of wall forming the entrance to stable block serving Old Beeston Hall circa 1780 and The Old Laundry, Street Hill a Grade II listed mid-18<sup>th</sup> century two storey brick house with pantiled roof.

A requirement of a CAA was to provide a Management Plan and Enhancements section that suggested some possible improvements. The HDM provided photographs to illustrate some of the improvements identified which included:

- Consideration of future changes at The Staithe to reduce visual clutter.
- Retaining front hedge boundaries to properties especially along Irstead Road. Front boundaries were being replaced by large open parking areas which was impacting the enclosed nature of the properties and street that had previously characterised the area.
- The retention or reinstatement of timber windows to halt and reverse the proliferation of uPVC windows within the conservation area.
- The rationalisation of overhead lines and wires.

During the appraisal, the local listings were reviewed to ensure that those buildings within the Broads Executive Area, locally listed previously in 2011, remained valid and to ensure there were no omissions. A few properties had been deemed no longer suitable for local listing and had been proposed for removal from the listing. A few objections had been received and considered resulting in only one property being removed from the local listing. The appraisal had identified several buildings that were eligible for local listing of which those located within the Broads Executive Area were proposed for inclusion in the Authority's Local List. The HDM presented photographs of three of the seven properties proposed for inclusion in the Authority's Local List: The Old Eagle, Irstead Road, Outbuildings adjacent to Staithe Lodge, Hall Road, Lime Kiln Cottage, Hall Road and the remnants of the lime Kiln at Lime Kiln Cottage.

The appraisal had been taken to public consultation on 2 September 2024 which concluded on 14 September with a drop-in event on the same day. The Heritage and Design Team (HDT) had reviewed the resulting comments and amended the document where appropriate, including a change of name for the conservation area to reflect Hall Road's location within Barton Turf.

The HDM recommended the CAA for approval and confirmed that NNDC would consider the appraisal for approval later in the month.

In response to a question the HDM confirmed that the Management Plan and Enhancements content was intended for various interested parties including residents and the Parish Council and this content may prove advantageous when securing funding from bodies such as Historic England.

A Member asked whether an Article 4 Direction would provide some protection from the proliferation of uPVC windows within the conservation area. The HDM responded that an Article 4 Direction would be limited to new proposals and would not reverse the historic use

of uPVC windows which was the intention of the guidance offered in the Management Plan and Enhancements section of the appraisal.

The Member asked for clarification regarding whether all the buildings identified as eligible for NNDC's local listing would be included. The HDM understood that NNDC would be considering them for local listing but that their timescale hadn't coincided with that of the conservation area review.

Members supported the appraisal noting the protection it provided to a unique part of the Broads.

Leslie Mogford proposed, seconded by Martyn Hooton

**It was resolved unanimously to approve the Neatishead and Hall Road, Barton Turf Conservation Area Appraisal and additions to the Local List.**

## 10. Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan adoption

The Planning Policy Officer (PPO) introduced the report on the adoption of the Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan. The PPO confirmed that the plan had successfully completed its referendum and was ready to be made (adopted).

Fran Whymark proposed, seconded by Matthew Shardlow

**It was resolved unanimously to recommend to the Broads Authority that the Belton with Browston, Burgh Castle and Fritton with St Olaves Neighbourhood Plan was made/adopted.**

## 11. Landscape Sensitivity Study update

The Planning Policy Officer introduced the report, which documented an update to the Landscape Sensitivity Study to clarify the definition of, and process associated with small turbines previously categorised as 0-20m in height. This category had been subdivided into small turbines, those with a height between 15-20m, and micro turbines, those with a height of less than 15m.

Members welcomed the clarification provided by this update and noted that applications for micro turbines would be dealt with on a case-by-case basis.

Martyn Hooton proposed, seconded by Andrée Gee

**It was resolved unanimously to endorse the update to the Landscape Sensitivity Study as evidence for the Local Plan for the Broads.**

## 12. Consultation responses

The Planning Policy Officer (PPO) introduced the report, which documented the response to the draft Purpose-built Student Accommodation Supplementary Planning Document issued by Norwich City Council. The proposed response sought clarification on some points and, given

the potential for development next to the river, had suggested consideration for safety by the water plans and lighting plans.

A Member noted the response's reference to the possible use of water sourced heating and, in keeping with the Authority's Local Plan, asked for the inclusion of a caveat to avoid adverse impacts to the river ecosystem when using this technology. The PPO agreed to update the response accordingly.

Leslie Mogford proposed, seconded by James Harvey

**It was resolved unanimously to endorse the nature of the proposed responses to the draft Purpose-built Student Accommodation Supplementary Planning Document.**

### **13. Circular 28/83 Publication by Local Authorities of information about the handling of planning applications – Q1 (1 January to 31 March 2025)**

The Head of Planning (HoP) introduced the report, which provided the development management statistics for the quarter ending 31 March 2025. The HoP highlighted that all major and minor 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).

A Member asked whether a metric relating to the cost per planning application processed by the Authority could be considered for inclusion in the report.

### **14. Decisions on Appeals by the Secretary of State between 1 April 2024 and 31 March 2025 and monthly update**

The Committee received a schedule of decisions on appeals made by the Secretary of State between 1 April 2024 and 31 March 2025; 12 decisions had been received during this period of which 11 were dismissed and one was allowed.

The report also detailed the latest appeals for which decisions had not yet been received. Since the last committee meeting two decisions had been received, both of which had been dismissed. Seven appeals were outstanding with one appeal awaiting a start date.

The Development Manager highlighted two late additions to the completed appeals section of the report circulated to Members since the papers were published. These had been omitted during the manual collation of this information. The DM would investigate an automated means of deriving this data to ensure future annual reports were accurate and complete.

The Head of Planning highlighted the recent appeal decision relating to Manor Gates Garden, Ludham which included an assessment from the Planning Inspector that strongly supported the Authority's decision to refuse retrospective permission for a boat cover over an existing mooring cut. The Planning Inspector had referred to impacts not just within the Ludham Conservation Area but included the Broads protected landscape and, despite the

development not being visible from all directions, concluded that it still had an adverse impact on the landscape. This appeal decision was useful as it validated both the decision taken by the Development Management Team and the basis for that decision, specifically the associated Local Plan policies.

## **15. Decisions made by officers under delegated powers**

The Committee received a schedule of decisions made by officers under delegated powers from 21 March to 16 April 2025 and any Tree Preservation Orders confirmed within this period.

## **16. Other items of business**

There were no other items of business.

## **17. Date of next meeting**

The next meeting of the Planning Committee would be on Friday 30 May 2025 at 10:00am at The King's Centre, 63-75 King Street, Norwich.

The meeting ended at 10:45am.

Signed by

Chair