

Planning Committee

Minutes of the meeting held on 10 January 2025

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Present

Tim Jickells – in the Chair, Stephen Bolt, Andrée Gee, Tony Grayling, James Harvey, Martyn Hooton, Gurpreet Padda, Matthew Shardlow, Vic Thomson and Melanie Vigo di Gallidoro.

In attendance

Natalie Beal – Planning Policy Officer (items 10-14), Jason Brewster – Governance Officer, Stephen Hayden – the Authority’s Arboricultural Consultant (item 9), Steve Kenny – Development Manager, Kate Knights– Historic Environment Manager (item 9), Ruth Sainsbury – Head of Planning and Sara Utting – Senior Governance Officer

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.

Apologies were received from Harry Blathwayt, Leslie Mogford 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 in order to report on the proceedings of public meetings of the Authority. This did not extend to live verbal commentary. The Chair needed to be informed if anyone intended to photograph, record or film so that any person under the age of 18 or members of the public not wishing to be filmed or photographed could be accommodated.

2. Declarations of interest and introductions

Members provided their declarations of interest as set out in Appendix 1 to these minutes and in addition to those already registered.

3. Minutes of last meeting

The minutes of the meeting held on 06 December 2024 were approved as a correct record and signed by the Chair.

4. Matters of urgent business

There were no items of urgent business.

5. Chair’s announcements and introduction to public speaking

No members of the public had registered to speak.

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

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

7. Applications for planning permission

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:

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

– The DM confirmed that the Enforcement Notice would be served before the next meeting.

9. BA/2024/0015/TPO The Island, Yarmouth Road, Thorpe St Andrew

The Historic Environment Manager (HEM) presented the report recommending confirmation of a provisional Woodland Tree Preservation Order (TPO) for a mixed broadleaved woodland located on Thorpe Island, Yarmouth Road, Thorpe St Andrew (located within the Thorpe St Andrew Conservation Area). The site owner had submitted an application for Works to Trees in a Conservation Area (a Section 211 notice) relating to 15 trees on this site, that following negotiation, had been amended to carry out revised works to 12 trees. To ensure that the agreed work was carried out at an appropriate time could only be achieved by a TPO, so a Tree Evaluation Method for Preservation Orders (TEMPO) assessment was carried out and it was considered that the woodland met the criteria for a TPO to be served. A provisional Woodland TPO had been served on 15 August 2024 which would need to be confirmed by 15 February 2025.

The applicant had objected to the provisional woodland TPO stating that it was unnecessary as they had been effectively managing the woodland, that a Woodland Management Plan would be produced and the trees were already protected through the conservation area. The objection had been received within the 28-day consultation period and as per the Authority's Scheme of powers delegated to the Chief Executive and other officers, paragraph 50 (ii), this matter would need to be determined by the Planning Committee. Members had agreed at the meeting on 6 December 2024 that, given the nature of the objection, there was no value in undertaking a site visit in this instance.

The HEM presented location maps showing the site within the eastern outskirts of Norwich and its location to the east of Thorpe Island bounded to the north by the River Yare and to the south by a railway line and Thorpe New Cut, a site map showing the site bounded by woodland to the west and a cluster of buildings to the east and a series of photographs of the subject woodland viewed from vantage points on Yarmouth Road located along the northern bank of the River Yare at Thorpe Green.

The HEM indicated that their submission of the Section 211 notice and their willingness to revise the tree works were a positive reflection of the owner's management of the woodland, as was their offer to produce a Woodland Management Plan (the Authority had not yet received a copy of this plan). The imposition of a Woodland TPO would protect everything within the site that could become a tree and, unlike a Section 211 notice, the TPO would enable the timing of appropriate tree works to be controlled. The Woodland TPO would ensure a robust means of protecting the woodland should ownership of the site change. The woodland contributed greatly to the amenity of the Thorpe St Andrew Conservation Area (as demonstrated by the photographs), to Whitlingham Country Park (on the southern bank of Thorpe New Cut) and from the river itself and Thorpe New Cut.

In response to a question the HEM confirmed that the Woodland TPO only related to the woodland owned by the applicant and that the neighbouring woodland, to the west of the site, would be protected by a separate TPO if it were considered necessary and expedient to do so. The subject site had moorings along its northern boundary which was not the case for the adjacent woodland to the west of the site. The Authority's Arboricultural Consultant (AAC) added that the woodland was at risk from people who had access to the site and who were cutting away and clearing the understorey. This activity was undermining the regeneration of the woodland and would be prohibited by the Woodland TPO. The HEM confirmed that people mooring on the site would be notified of the Woodland TPO assuming Members confirmed it.

Members were concerned that the imposition of the TPO could jeopardise the owner's willingness to manage the woodland. The AAC had consulted with the owner on a number of occasions and he believed that they understood that, although this was not a typical scenario for making a TPO, the TPO would provide the most effective mechanism for protecting the long term future of the woodland.

Members noted the amenity value of the woodland and welcomed the additional protection afforded to it by the Woodland TPO.

Andrée Gee proposed, seconded by Melanie Vigo di Gallidoro

It was resolved unanimously to confirm Tree Preservation Order BA/2024/0015/TPO The Island, Yarmouth Road, Thorpe St Andrew.

10. Loddon and Chedgrave Neighbourhood Plan – adoption

The Planning Policy Officer introduced the report on the adoption of the Loddon and Chedgrave Neighbourhood Plan. The PPO confirmed that the plan had successfully completed its referendum and was ready to be made (adopted).

Melanie Vigo di Gallidoro proposed, seconded by Andrée Gee

It was resolved unanimously to recommend to the Broads Authority that the Loddon and Chedgrave Neighbourhood Plan was made/adopted.

11. Trowse with Newton Neighbourhood Plan – adoption

The Planning Policy Officer introduced the report on the adoption of the Trowse with Newton Neighbourhood Plan. The PPO confirmed that the plan had successfully completed its referendum and was ready to be made (adopted).

Martyn Hooton proposed, seconded by Stephen Bolt

It was resolved unanimously to recommend to the Broads Authority that the Trowse with Newton Neighbourhood Plan was made/adopted.

12. Consultation Responses

The Planning Policy Officer (PPO) introduced the report, which documented the response to the Regulation 16 version of the Great Yarmouth Local Plan. The PPO indicated that along with some minor comments she had raised some objections relating to an inconsistency in reflecting the potential for development to impact the Broads. The PPO was mindful that these changes would be made at the discretion of the Local Planning Authority of Great Yarmouth Borough Council; she had taken steps to simplify the revision work by highlighting policy wordings that correctly referenced a possible impact to the Broads and then suggested the possible re-use of this wording in the context of policies that omitted this possible impact. The PPO indicated that the miss-spelling of Burgh Castle on the last page of Appendix 1 of the report would be corrected.

Members supported the consultation response.

Tony Grayling proposed, seconded by James Harvey

It was resolved unanimously to endorse the nature of the proposed responses to the Regulation 16 version of the Great Yarmouth Local Plan.

13. Neighbourhood Planning – Approval process

The Planning Policy Officer (PPO) introduced the report, which proposed delegating some stages of the neighbourhood planning approval process to officers. The HoP highlighted that these changes were intended to improve the efficiency of this process and the timeliness of responses to neighbourhood plans and would result in a cost saving to the Authority. The PPO confirmed that if Members were inclined to endorse these changes the corresponding Scheme of Delegation and Terms of Reference for the Planning Committee changes would be proposed at a future Broads Authority meeting for approval.

Members welcomed the streamlining of this process associated with these changes.

Matthew Shardlow proposed, seconded by Stephen Bolt

It was resolved unanimously to endorse the updated Neighbourhood Planning approval process.

14. Local Plan - Preparing the publication version

The Planning Policy Officer (PPO) presented the report which detailed three new or amended items of evidence for reference by the publication version of the Local Plan. The PPO proposed to discuss each section of the report in turn and welcomed members' feedback.

Fine Particulate Matter (PM2.5) targets topic paper

In response to recent government guidance regarding targets for fine particulate matter, particulates with a diameter less than 2.5 micrometres, the PPO had drafted a topic paper to reflect their consideration within the Local Plan for the Broads.

Broads Authority Gypsy and Traveller Accommodation Assessment Review

The PPO reminded Members that they had previously endorsed the Great Yarmouth Gypsy and Traveller Accommodation Assessment (GTAA) that incorporated the two Local Planning Authority (LPA) areas of Great Yarmouth Borough and the Broads. The Authority commissioned consultants to perform a similar assessment for the remaining LPA areas that constituted the Broads namely North Norfolk, Broadland, Norwich, South Norfolk and East Suffolk. This assessment had concluded that, apart from short-term, transient encampments, there was no current or future requirement for Gypsy and Traveller Accommodation beyond that previously identified for Great Yarmouth.

Development Boundaries Topic Paper

Following consultations with the Planning Inspectorate of England, the PPO had updated the Development Boundaries Topic Paper to remove the proposed consultation question regarding the inclusion of a development boundary for Filby (previously endorsed by the Planning Committee on 13 September 2024). The PPO reminded Members that this was a suitable area within Filby for development, it mirrored the development boundary already defined within the part of Filby inside Great Yarmouth Borough Council's local planning area and the Filby development boundary had been supported by various stakeholders including the parish council.

In response to a question the PPO confirmed that there would be scope to resolve any questions arising from the examination of the Local Plan.

Members supported these three new or amended items of evidence for the Broads Local Plan.

James Harvey proposed, seconded by Gurpreet Padda

It was resolved unanimously to endorse the Fine Particulate Matter (PM2.5) Targets Topic Paper, Gypsy and Traveller needs assessment for the rest of the Broads and Development Boundaries Topic Paper as evidence for the Local Plan for the Broads

15. Notes of the Heritage Asset Review Group meeting held on 13 December 2024

The Committee noted the minutes of the Heritage Asset Review Group meeting held on 13 December 2024.

The Chair indicated that the next HARG meeting would be on Friday 21 March 2025.

16. Appeals to the Secretary of State

The Committee received a schedule of appeals to the Secretary of State since the last meeting. The Development Manager confirmed that the appeal against refusal of planning permission for the installation of UPVc double-glazed windows at Bureside, 6 Skinners Lane, Wroxham had been dismissed. The appellant had subsequently indicated to the Authority that they would be seeking permission to install timber framed windows.

17. Decisions made by officers under delegated powers

The Committee received a schedule of decisions made by officers under delegated powers from 25 November to 20 December 2024 and any Tree Preservation Orders confirmed within this period.

18. Date of next meeting

The next meeting of the Planning Committee would be on Friday 07 February 2025 at 10.00am at The King's Centre, 63-75 King Street, Norwich, NR1 1PH.

The meeting ended at 10:56am.

Signed by

Chair

Appendix 1 – Declaration of interests Planning Committee, 10 January 2025

Member	Agenda/minute	Nature of interest
Martyn Hooton	10	South Norfolk Councillor - other registerable interest.
Vic Thomson	10	South Norfolk Councillor - other registerable interest.