

WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND –NOTICE IS HEREBY GIVEN THAT THERE
WILL BE A PLANNING LIGHTING & HIGHWAYS COMMITTEE
MEETING to be held on TUESDAY 1st JUNE 2021 in the COUNCIL
OFFICES COMMENCING at 6.00pm

AGENDA

1	Apologies for absence.	
2	To receive declarations of Interest.	A
3	To resolve that the minutes of the Planning Lighting & Highways Committee remotely hosted virtual meeting held on 18 th May 2021 are a correct record.	B
4	To receive an update about progress of items arising from the last remotely hosted virtual meeting of the Committee held on 18 th May 2021 / previous meetings.	
5	Public Participation – members of the public may make representations, ask or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing order 3 (f) this item is limited to 15 minutes.	
6	To consider Planning applications – attached.	C
7	Premises Licence – Co-op Silfield Road	D

Council Offices
Ketts Park
Harts Farm Road
Wymondham
NR18 0UT

T B Gurney
Town Clerk
25th May 2021

Committee Members

Cllr. Broome	Cllr. Nuri	Cllr. Savage
Cllr. James	Cllr. Astley	

If a member of the public would like to attend to speak on an agenda item in accordance with public participation, please email your request to the Town Clerk at office@wymondhamtc.co.uk no later than 3.30 pm Friday 28th May 2021 in order that we can arrange the meeting room to meet Covid requirements.

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

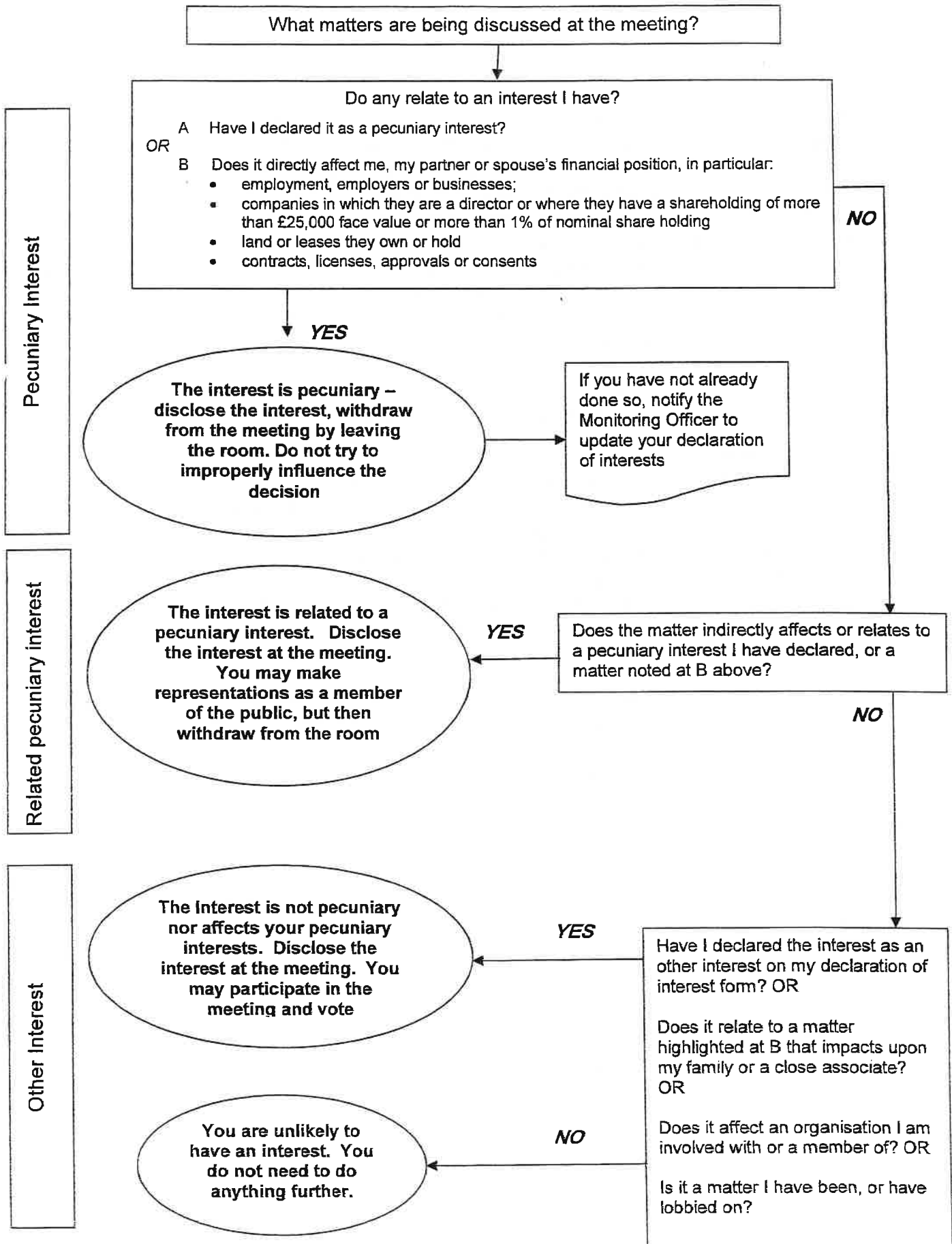
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



WYMONDHAM TOWN COUNCIL
MINUTES OF A MEETING OF THE
PLANNING LIGHTING & HIGHWAYS COMMITTEE held
on 18th May 2021 commencing at 5.00 pm in the Council Offices.

Cllrs.	P Broome (Chairman)
	A James
	Y Astley
	R Savage
	S Nuri-Nixon

Also Present 0 member (s) of the public

PL055/21	<u>APOLOGIES FOR ABSENCE</u> – None.
PL056/21	<u>DECLARATIONS OF INTEREST</u> – None.
PL057/21	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr Savage and seconded by Cllr. James the record of the virtual meeting of the Planning Lighting & Highways Committee on 20th April 2021 was approved and signed by the Chairman as a true record.
PL058/21	<u>PROGRESS UPDATE:</u> Request received from South Norfolk Council re Street names for Phase 2 of the Williams Park site on London Road. Committee approved Southland Drive & Parkland Way, rejected The Quad and suggested Meadow Square in its place.
PL059/21	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC</u> - None
PL060/21	<u>PLANNING APPLICATIONS</u> These are shown separately.

(The meeting closed at 17.17 pm)

DATED.....day of2021

SIGNED.....(Chairman)

WYMONDHAM TOWN COUNCIL
 PLANNING APPLICATIONS DISCUSSED AT A
 PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING
 HELD ON 18th May 2021 at 5.00 pm

	Extensions			
1	2021/0986	92 Chapel Lane.	Conversion of garage in to a utility and wet room.	Approved
	Other			
2	2021/0952 (advertising consent)	Bridge Garage Silfield Road.	Erection of 1 x illuminated logo name sign, 1 x non illuminated text sign, 1 x totem sign and 1 x projecting illuminated name sign	Approved – recommend signs illuminated during opening hours only.
3	2021/0945 (LBC) 2021/0944	Kimberley Hall Barnham Broom Road Downham.	Change of use to allow basement level of Kimberley Hall to be used as privately hired event space. Minor internal modifications to one wall and addition of fire doors, emergency escape lighting and fire detection.	Approved subject to views of Conservation Officer.
4	2021/0823 Considered by email.	65 Hubbard Close	Extension to rear of dwelling and to rear of garage	Approved

WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND –NOTICE IS HEREBY GIVEN THAT THERE
WILL BE A PLANNING LIGHTING & HIGHWAYS COMMITTEE
MEETING to be held on TUESDAY 1st JUNE 2021 in the COUNCIL
OFFICES COMMENCING at 6.00pm

	Extensions			
	Other			
1	2021/1065	42 Chapel Lane	Installation of additional window to east elevation	
2	2021/1060 2021/1061 (LBC)	6 Town Green	Proposed removal of existing lean-to-porch and construction of new porch adjacent to property.	

D

Office | Wymondham Town Council

From: Rosie Setford <RSetford@S-NORFOLK.GOV.UK>
Sent: 21 May 2021 06:07
To: Wymondham Town Council
Subject: Co-op (formerly Mr Overalls), Silfield Road, Wymondham,, Norfolk, NR18 9AU
Attachments: Co-op (formerly Mr Overalls, Silfield Road, Wymondham, Norfolk, NR18 9AU; Wymondham, Silfield Road - Plan.pdf

Good Morning

I have received and accepted a Premises Licence Application (New) application for Co-op (formerly Mr Overalls, Silfield Road, Wymondham, Norfolk, NR18 9AU

Applicant – *Co-operative Group Food Limited*

Details of application – As attached

Please note I am serving this application on the applicants behalf

This application is now subject to a 28 day consultation period expiring on the 18 June 2021. Should you wish to make representations, the Licensing Act 2003 provides a clear focus on the promotion of four statutory objectives which are: -

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

Each objective is of equal importance. These four statutory objectives are the only matters to be taken into account when determining licensing applications and associated operating schedules.

For further information please contact me on the details below.

Regards

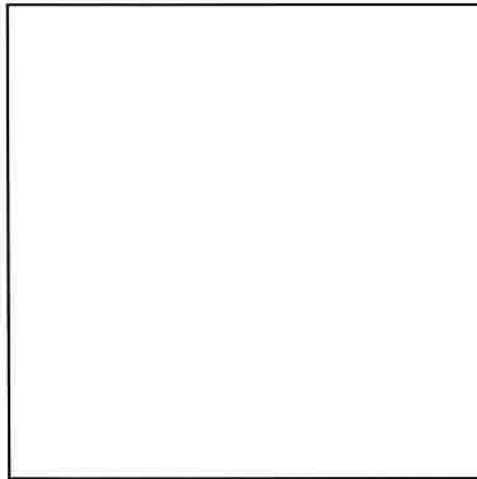
Rosie Setford
Licensing & Enforcement Officer
t 01508 533602 e rsetford@s-norfolk.gov.uk

Two Councils
One Team



From: Rosie Setford <RSetford@S-NORFOLK.GOV.UK>
Sent: 21 May 2021 06:01
To: Rosie Setford
Subject: Co-op (formerly Mr Overalls, Silfield Road, Wymondham, Norfolk, NR18 9AU)

From: eforms@s-norfolk.gov.uk <eforms@s-norfolk.gov.uk>
Sent: 20 May 2021 08:03
To: Licensing Team <LicensingTeam@S-NORFOLK.GOV.UK>
Subject: New Premises Licensing Application (WEB-PRN-37)



New Premises Licensing Application (WEB-PRN-37)

A new premises application has been received.

Application

Applicant capacity:
b) limited company/limited liability partnership

Reason for application:
Carry on business

Premises details

Premises address:
**Co-op (formerly Mr Overalls)
Silfield Road
Wymondham
Norfolk
NR18 9AU**

Premises contact number:

NNDR value:
B (£4301-33000)

Premises plan send method:
Attach

Applicant details

Name:
Co-operative Group Food Limited

Main contact:
No

Address:
**1 Angel Square
Manchester
Greater Manchester
M60 0AG**

Registered number:
26715R

Description of applicant:
PLC

Preferred contact:
Email

Contact number:

Email:
cheryl.scott@wardhadaway.com

Operating schedule

Premises licence start:
18/06/2021

Premises licence limited period:
No

Premises description:
Convenience store open seven days a week selling groceries, sundry items and alcohol for consumption off the premises

Expected attendance exceeds 5000:
No

Open times

Sunday	06:00:00 - 23:00:00
Monday	06:00:00 - 23:00:00
Tuesday	06:00:00 - 23:00:00
Wednesday	06:00:00 - 23:00:00
Thursday	06:00:00 - 23:00:00
Friday	06:00:00 - 06:00:00 23:00:00
Saturday	06:00:00 - 23:00:00

Seasonal variations:

Non-standard timings:

Activity - alcohol

Sunday	06:00:00 - 23:00:00
Monday	06:00:00 - 23:00:00
Tuesday	06:00:00 - 23:00:00
Wednesday	06:00:00 - 23:00:00
Thursday	06:00:00 - 23:00:00
Friday	06:00:00 - 23:00:00
Saturday	06:00:00 - 06:00:00

23

Place:

Off the premises

Further details:

Seasonal variations:

Non-standard timings:

Designated premises supervisor

DPS is an individual.

Name:

Miss Sophie Leigh

Date of birth:

28/10/1988

Address:

**39 Kingsway
Pendlebury**

**Manchester
Greater Manchester
M27 4JU**

Personal licence number:
155150

Issuing licence authority:
Salford City Council

Consent method:
Attach

Adult entertainment

Providing adult entertainment:
No

Licensing objectives

a) General - all four licensing objectives (b, c, d and e):

The applicant has given thought to the potential impact of the grant of this application on the four licensing objectives and, having regard to the locality, considers that the following conditions are appropriate and proportionate.

b) The prevention of crime and disorder:

1. The premises shall maintain a CCTV system which gives coverage of all entry and exit points. The system shall continually record whilst the premises are open and conducting licensable activities. All recordings shall be stored for a minimum period of 28 days and shall be capable of being easily downloaded. Recordings shall be made available upon the receipt of a request by an authorised Officer of the Police or the Local Authority. 2. There shall be "CCTV in Operation" signs prominently displayed at the premises. 3. An incident log (whether kept in a written or electronic form) shall be retained at the premises and made available to an authorised Officer of the Police or the Local Authority. 4. The premises shall operate a proof of age scheme, such as a Challenge 25, whereby the only forms of acceptable identification shall be either a photographic driving licence, a valid passport, military identification or any other recognised form of photographic identification incorporating the PASS logo, or any other form of identification from time to time approved by the secretary of the state. 5. The premises will be fitted with a burglar alarm system 6. The premises will be fitted with a panic button system for staff to utilise in the case of an emergency.

c) Public safety:

The premises licence holder shall ensure that the appropriate fire safety, and health and safety regulations are applied at the premises

d) The prevention of public nuisance:

A complaints procedure will be maintained, details of which will be made available in store and upon request.

e) The protection of children from harm:

1. All staff will receive comprehensive training in relation to age restricted products and in particular the sale of alcohol. No member of staff will be permitted to sell age restricted products until such time as they have successfully completed the aforementioned training. 2. An age till prompt system will be utilised at the premises in respect of age restricted products. 3. A refusals register (whether kept and written or

electronic form) will be maintained at the premises and will be made available for inspection upon request by an authorised Officer of the Police or the Local Authority

Correspondence

Name:
Mrs Cheryl Scott

Address:
**Ward Hadaway LLP
Sandgate House
102 Quayside
Newcastle upon Tyne
Tyne and Wear
NE1 3DX**

Preferred contact:
Email

Contact number:

Email:
cheryl.scott@wardhadaway.com

Submit

The customer has ticked the box to indicate they have read and understood the right work entitlements.

The customer has ticked the box to indicate they understand they must advertise their application.

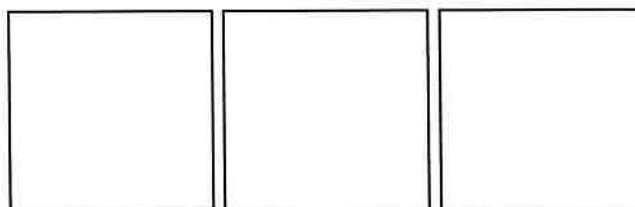
The customer has ticked the box to indicate that if they don't comply with the requirements their application will be rejected.

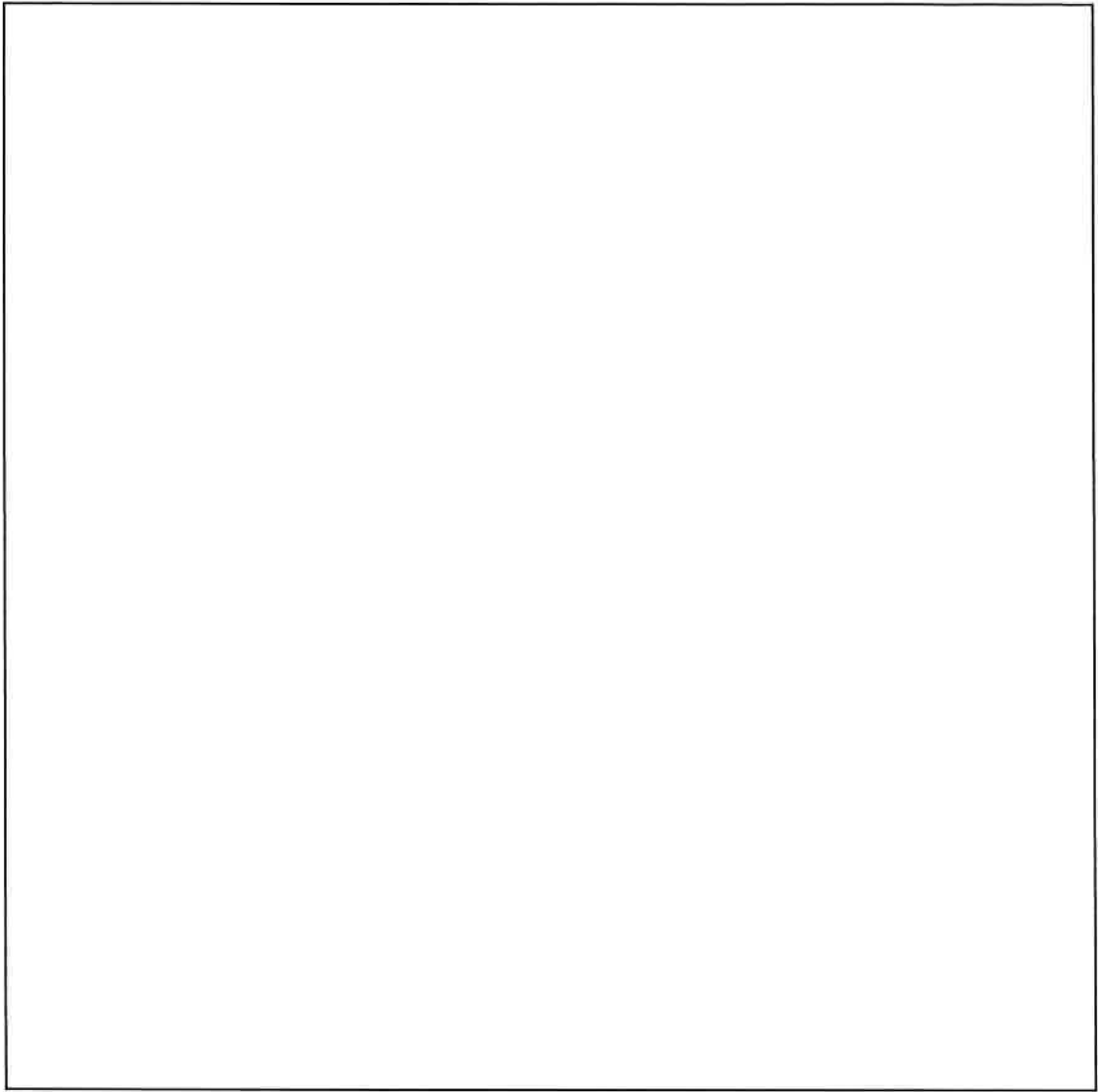
Payment

Payment method:
Online

Receipt number:
064140

Follow us





DPS Consent Form

Consent of individual to being specified as premises supervisor

Sophie Leigh

I.....
[full name of prospective premises supervisor]

of.

.....
[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

In relation to the application for a new premises licence

relating to a premises licence[store's Premises Licence number]
for

.....
The Co-operative Group, Silfield Road, Wymondham, Norwich NR18 9AU

.....
[name and address of store premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by **The Co-operative Group Food Limited** concerning the supply of alcohol at

.....
The Co-operative Group, Silfield Road, Wymondham, Norwich NR18 9AU

.....
[name and address of store premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.
[please tick to confirm]

Personal licence number
155150
.....
[insert personal licence number]

Personal licence
issuing authority **Salford City Council**
.....
[insert name of personal licence issuing authority]

..... Signed Date of Birth

..... Sophie Leigh Name (please print) Place of Birth

..... 9th April 2021 Dated Nationality

Please return to: DPS Changes, Dept. 10227 – Licensing, The Co-operative Group, 1 Angel Square, Manchester M60 0AG