


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 20th JULY 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 meeting held on 6 th July 2021 are a correct record.	B
4	To receive an update about progress of items arising from the meeting of the Committee held on 6 th July 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	Norfolk County Council – Parish Partnership Scheme <ul style="list-style-type: none">• School safety sign – Robert Kett – Hewitts Lane.	

Council Offices
Ketts Park
Harts Farm Road
Wymondham
NR18 0UT


T B Gurney
Town Clerk
13th July 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 16th July 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?

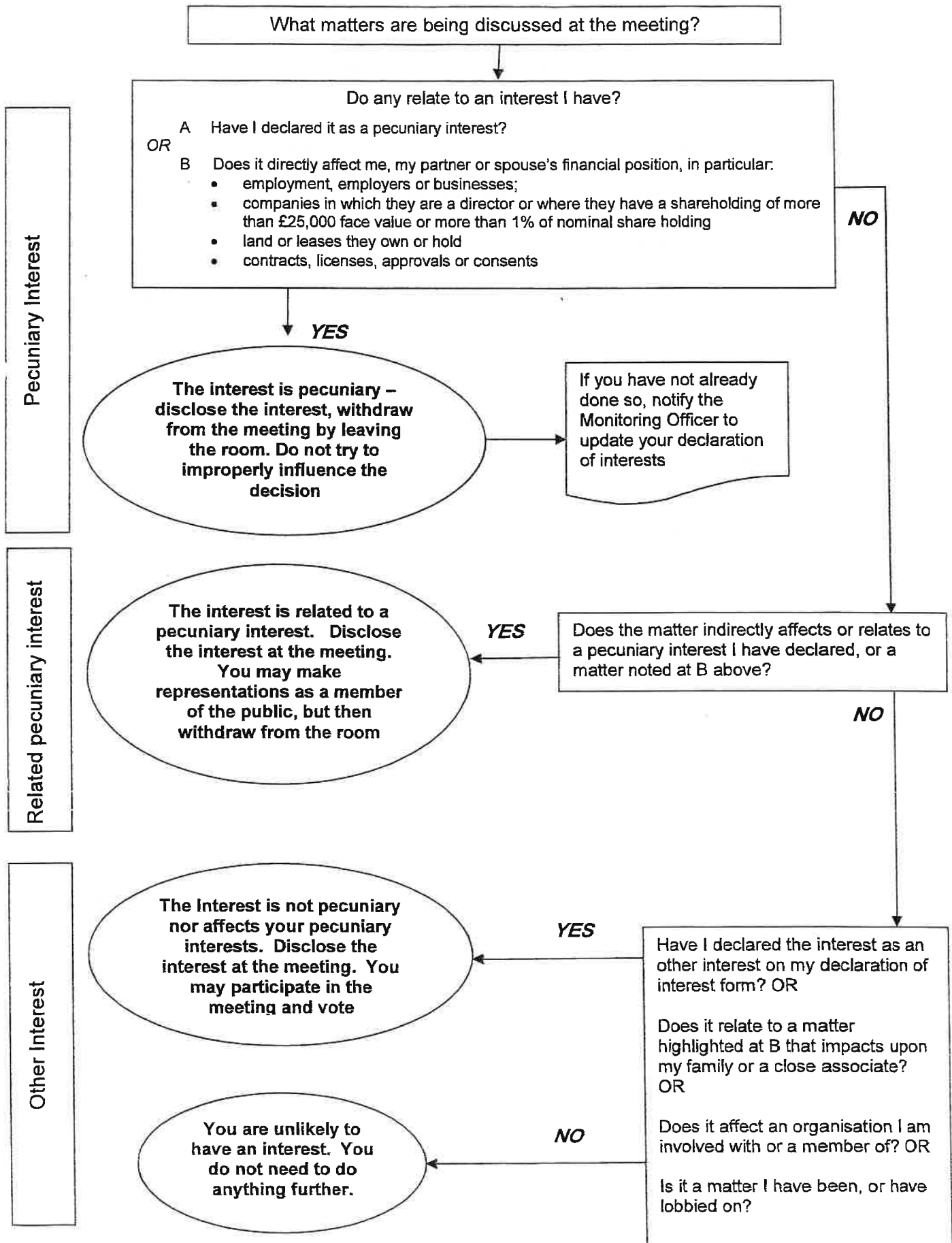
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

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



B

WYMONDHAM TOWN COUNCIL
MINUTES OF A MEETING OF THE
PLANNING LIGHTING & HIGHWAYS COMMITTEE held
on 6th July 2021 commencing at 6.00 pm in the Council Offices.

Cllrs.	P Broome (Chairman)
	A James
	Y Astley
	K Cross (substitute for R Savage)

Also Present	1 member (s) of the public
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PL076/21	<u>APOLOGIES FOR ABSENCE</u> – Cllrs. Savage & Nuri-Nixon
PL077/21	<u>DECLARATIONS OF INTEREST</u> <ul style="list-style-type: none">• Cllr James lobbied in respect of planning applications 2021/1416 & 2021/1234.• Cllr. Broome lobbied in respect of planning application 2021/1416.
PL078/21	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. James and seconded by Cllr. Astley the minutes of the meeting of the Planning Lighting & Highways Committee on 15 th June 2021 was approved and signed by the Chairman as a true record.
PL079/21	<u>PROGRESS UPDATE</u> - None.
PL080/21	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC</u> <ul style="list-style-type: none">• Planning application 2021/1416 – applicant spoke in support clarifying objections raised by neighbour.
PL081/21	<u>PLANNING APPLICATIONS</u> - These are shown separately.

(The meeting closed at 18.20 pm)

DATED.....day of2021

SIGNED.....(Chairman)

B

WYMONDHAM TOWN COUNCIL
PLANNING APPLICATIONS DISCUSSED AT A
PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING
HELD ON 6th July 2021 at 6.00 pm in the Council Offices.

	Extensions			
1	2021/1191	41 Norwich Common	Demolish existing conservatory and erect single storey rear extension, alteration to bedroom 4 at rear creating dormer roof.	Approved
2	2021/1416	31 Wood Avens Way	Loft conversion to dwelling.	Approved
3	2021/1305	12 Station Road	Conversion of existing garage and first floor extension above.	Approved
4	2021/1294	12 Park Lane	Loft conversion with roof extension to dwelling.	Approved
5	2021/1297	2 Oak View Grove	Erection of a new single storey rear extension to dwelling.	Approved
6	2021/1275	5A Hewitts Lane	Single storey extension to rear and side to replace existing garage to create link.	Approved
	Other			
7	2021/1244 2021/1245 (LBC)	18 Vicar Street	Proposed replacement of attached garden room.	Approved subject to views of Conservation Officer.
8	2021/1254	Outbuilding at Rosemount House Burnthouse Lane Silfield	Conversion of outbuilding into holiday accommodation	Approved
9	2021/1142	Unit 8 Philip Ford Way	Change of use from B1/B2/B8 (light industrial/offices) to A1 (shops)	Approved
10	2021/1234	30 Melton Road	Placement of 40 foot shipping container to be used for storage of donated items to also include a change of use element to allow the container to be used as an additional shop facility.	Approved

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OFFICES COMMENCING at 6.00pm

1	2021/1352	Land Adj to 147 Norwich Road	Reserved matters for appearance, landscaping, layout and scale following outline permission 2020/0266 for erection of 3 self detached dwellings.	
	Extensions			
2	2021/1443	179 Norwich Road.	Single storey rear extension to dwelling.	
3	2021/1440	37 Park Close	Single storey rear extension to dwelling.	
4	2021/1499	29 Barnham Broom Road	Erection of single storey rear extension	
	Other			
5	2021/1368	4 & 4A Church Street	Variation of condition 2 of 2019/0915 – slate roof finish in lieu of the previously approved zinc covering.	
6	2021/1270 (advertising consent)	Unit A Farrier Close Gateway 11	Installation of back illuminated signage to front of building and non-illuminated totem directional sign.	
7	2021/1365	Barnards Farm Youngmans Road	Variation of condition 6 of planning permission 2016/2483 to enable Sunday/bank holiday opening.	
8	2021/1367	Barnards Farm Youngmans Road	Variation of condition 6 of planning permission 2018/0835 to enable Sunday/bank holiday opening	
9	2021/1366	Centre PawsBarnards Farm Youngmans Road	Variation of condition 3 of planning permission 2021/0272 to enable Sunday/bank holiday opening	
10	2021/1486	The Old Granary Barnham Broom Road	Proposed erection of a garden building	

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: Local Members

Your Ref:	My Ref:	HI/12/GEN/DH/KT
Date: June 2021	Tel No.:	0344 800 8020
	Email:	martin.wilby@norfolk.gov.uk

From the Cabinet Member for Highways, Infrastructure & Transport

Dear Sir/Madam

Delivering local highway improvements in partnership with Town and Parish Councils

I am delighted to inform you that due to the success of working in partnership with Parish/Town Councils for the last eight years the Parish Partnership Scheme Initiative will again be repeated in the financial year 2022/23. Further supporting information, including possible funding sources for your share of the bid, is available on our website (click on [this link](#)).

The County Council has again provisionally allocated £300,000 on a 50/50 basis (There is an upper limit on Norfolk County Council funding support of £25,000 per bid) to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. We are particularly keen to encourage and support first-time bids.

This letter provides more information on the process, invites you to submit bids, and explains how the County Council can support you in developing your ideas. The closing date will be the 10 December 2021. Please contact your local Highway Engineer based at the local Area Office for agreement and any advice in developing your ideas, especially around the practicalities and cost estimates.

Once all bids have been received, we will assess them and inform you of our decision in March 2022 following approval by the Norfolk County Council Cabinet.

Continued .../

To encourage bids from Town and Parish Councils with annual incomes (precepts plus any another income) below £2,000, we are offering the following support;

- 75% County Council contribution
- £5,000 maximum bid value
- Offer available only once to any bidder

We will also accept bids from unparished County Council Wards. Such Wards can always opt to become a formal Parish Council, but otherwise we are offering support on the basis that the Ward raises the required 50% funding. Kings Lynn Borough Council, Great Yarmouth Borough Council and Norwich City Council have kindly indicated their willingness to consider proposed schemes and potential funding for them. Further details are in the relevant committee report on our website (click on [this link](#)).

What sort of schemes would be acceptable?

- Small lengths of formal footway
- Trods (a simplified and low-cost footway),
- Improved crossing facilities
- Improvements to Public Rights of Way.
- Flashing signs to tackle speeding. We would encourage you to consider Speed Awareness Mobile Signs (SAM2) - which flash up the driver's actual speed rather than fixed signs (VAS) - which flash up the speed limit. The number of VAS in Norfolk has grown, and checks show that speed reduction benefits can be minimal. Whilst we will still consider bids for fixed VAS, we will need to be satisfied that they will be effective in reducing speed. We consider that SAM2 mobile signs, which are moved around on an agreed rota, are better at reducing speed; **SAM2 can be jointly purchased with neighbouring Parishes and would be owned and maintained by the Parish/Town Council. Please note this type of scheme may be dependent upon NCC securing additional funding from the Norfolk Safety Camera Partnership**
- Part-time 20mph signs with flashing warning lights, outside schools. The County Council generally supports these as they do show a moderate reduction in average speeds during peak times.
- "Keep Clear" carriageway markings outside schools. Applications will be considered for new school keep clear carriageway markings (which must be supported by the local school) however, these will not be enforceable without a Traffic Regulation Order which is outside the scope of the Parish Partnership Scheme. If you wish to enforce the Order, it would have to be wholly funded by the Parish or the Local Member.

New Bus Shelter or Shelter Lighting. A copy of Norfolk County Councils guidance for new bus shelters is available on our web site (click on [this link](#)). **Any new shelter would be owned and maintained by the Parish/Town Council.**

Schemes can be within or immediately adjacent to the highway. If they are off highway the future responsibility for the maintenance will fall to the Parish or Town Council.

Schemes should be self-contained and not require other schemes or works to make them effective.

Schemes that support the Local Transport Plan (LTP) objectives will have a higher priority for funding. The LTP can be found on our website (click on [this link](#)).

With the County Council's agreement Parishes can employ private contractors to deliver schemes. However, any works on the highway would be subject to an agreed programme, inspection on completion, and the contractor having £10m public liability insurance.

Schemes which will not be considered

- Bids for minor traffic management changes which require a Traffic Regulation Order for example;-
 - Speed Limits
 - Waiting restrictions
 - Weight restrictions
- Bids for installation of low-energy LED lighting in streetlights to help cut energy bills and maintenance.
- Mirrors in the highway
- Protection of private land from travellers

Information you must include in your bid

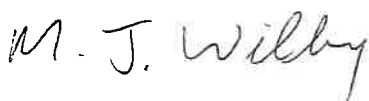
- The objective of the scheme
- Details of the scheme, its cost and your contribution.
- A plan/map of the extents of the scheme
- Who, and how many people will benefit.
- Local support, particularly from your local Member, frontagers and land owners.
- For 'off highway' schemes, your proposals for future maintenance.

Please find a simple bid application form attached to this letter. When assessing your bid, we will consider the points above, but also:

- The potential for casualty reduction.
- Any ongoing maintenance costs for the County Council.

Your bids should be emailed to ppschemes@norfolk.gov.uk (or posted for the attention of the County Programme Engineer, Linda McDermott, at the above address). If you need further information on the bid process please contact Linda, by email or by phoning 01603 228905. For advice on the scheme practicalities and/or likely costs, please contact your local Highway Engineer.

Yours sincerely



Martin Wilby
Cabinet Member for Highways, Infrastructure & Transport

Parish Partnership bid application form

Fund applied for:	Parish Partnership Fund		
Applicant details:			
Submitted by/contact:			
Phone Number:			
Email:			
Sum applied for:			
Total project cost:			
Project title:			
Project detail: (please include a plan/map of the extents of the scheme):			
plan/map attached:	Yes / No		
Any other funding:			
Parish Income:	Precept	Other Income	Total Yearly Income
Reason for works:			
Any relevant supporting documents (e.g. supportive correspondence) :			
Discussed with:			



School
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lights
show

