

## 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 6<sup>th</sup> SEPTEMBER 2022 in the COUNCIL  
OFFICES COMMENCING at **6.00** pm

### AGENDA

1	Apologies for absence.	
2	To receive declarations of Interest.	<b>A</b>
3	To resolve that the minutes of the Planning Lighting & Highways Committee meeting held on 16th August 2022 are a correct record.	<b>B</b>
4	To receive an update about progress of items arising from the meeting of the Committee held on 16th August 2022 / 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.	<b>C</b>
7	South Norfolk Council – Tree Preservation Order – 108 Chapel Lane	<b>D</b>

Council Offices  
Ketts Park  
Harts Farm Road  
Wymondham  
NR18 0UT

T B Gurney  
Town Clerk  
30th August 2022

### Committee Members

Cllr. Broome	Cllr. Nuri-Nixon	Cllr. Murrell
Cllr. James	Cllr. Astley	

## 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?

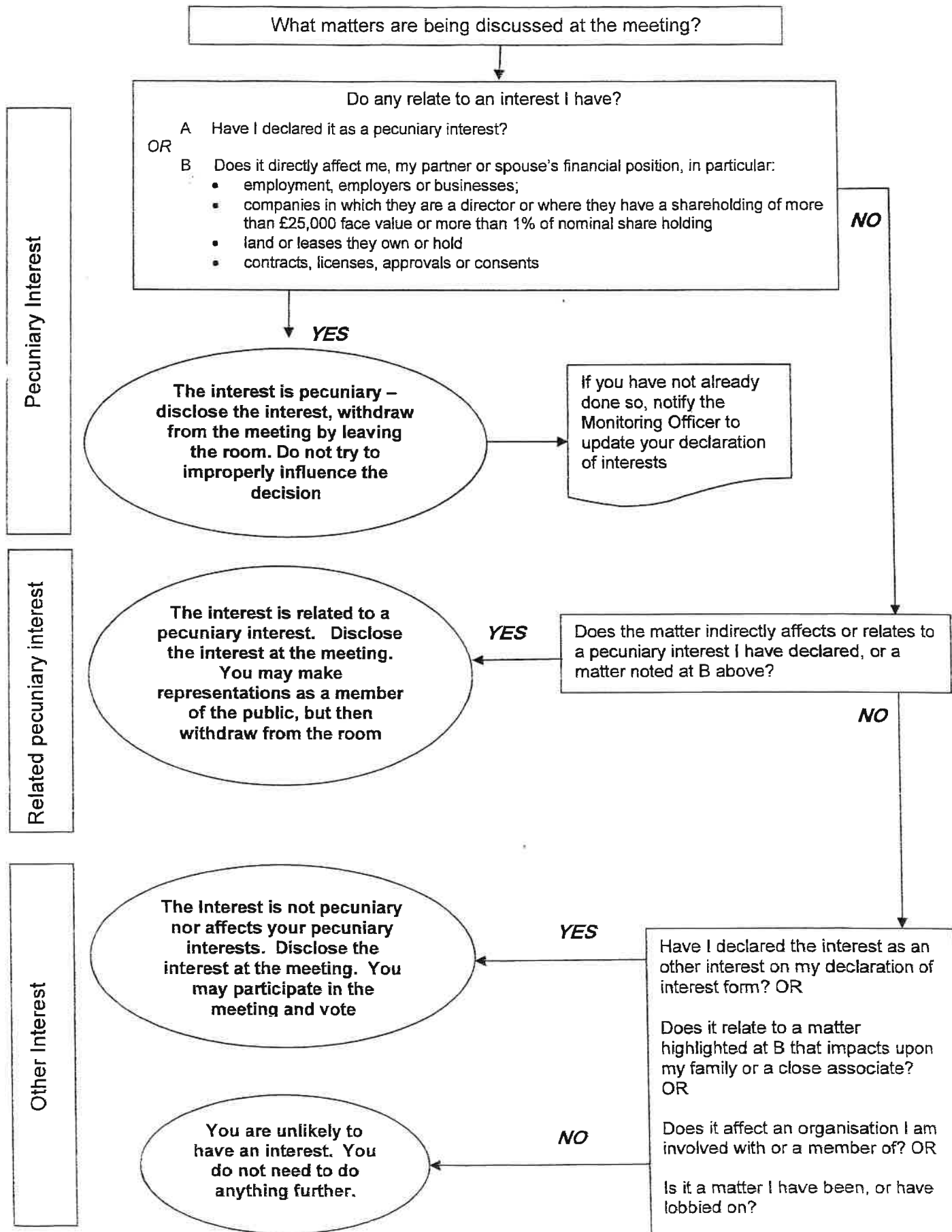
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

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 16th AUGUST 2022 commencing at 6.00 pm in the Council Offices.

Cllrs.	P Broome (Chairman)
	S Nuri-Nixon
	A James

Also Present	1 member (s) of the public
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PL077/22	<u>APOLOGIES FOR ABSENCE</u> – Cllr. Astley.
PL078/22	<u>DECLARATIONS OF INTEREST</u> - None.
PL079/22	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. James and seconded by Cllr. Nuri-Nixon the minutes of the meeting of the Planning Lighting & Highways Committee on 2 <sup>nd</sup> August 2022 was approved and signed by the Chairman as a true record.
PL080/22	<u>PROGRESS UPDATE:</u> None.
PL081/22	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC</u> – None.
PL082/22	<u>PLANNING APPLICATIONS</u> These are shown separately.
PL083/22	<u>SOUTH NORFOLK COUNCIL</u> No objections were raised to a premises licence variation for 6 Market Street to remove the provision of recorded music for Tuesday-Saturday and to add opening hours for Monday from 09.00 – 17.30.

*(The meeting closed at 18.10 pm)*

DATED.....day of .....2022

SIGNED.....(Chairman)

**WYMONDHAM TOWN COUNCIL**  
**PLANNING APPLICATIONS DISCUSSED AT A**  
**PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING**  
**HELD ON 16th AUGUST 2022 at 6.00 pm**

	<b>Extensions</b>			
1	2022/1337	Spicers Place 2 Frogshall Lane	New car port, extension, and alterations with creation of new lower ground floor.	<b>Approved</b>
2	2022/1420	14 Gunton Road	Front porch extension (retrospective)	<b>Approved</b>
3	2022/1260 2022/1507 (LBC)	23 Damgate Street	Loft conversion and roof lights in front elevation.	<b>Approved</b> subject to views of Conservation Officer.
4	2022/1250	60 Poppy Street	Proposed single storey rear extension	<b>Approved</b>
	<b>Other</b>			
5	2022/0767	Wymondham Leisure Centre Norwich Road (amended proposal)	3 x fascia signs and lighting bar above.	<b>Approved</b>
6	2022/1381 (change of use)	Forest School for life Silfield Street Silfield	Land to be used for Therapy purposes in addition to the permitted use of land for educational purposes.	<b>Approved</b>

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1	2022/1560	19A Middleton Street	Erection of new dwelling.	
	<b>Extensions</b>			
2	2022/1566	Wymondham Baptist Church Queen Street	Extend building with a new single storey foyer in the existing central forecourt.	
	<b>Other</b>			
3	2022/1270	Becketts Chapel 2 Church Street	Works to roof structure including raising roof height and reinstatement of door at north elevation	
4	2022/1271 (LBC)	Becketts Chapel 2 Church Street	Repair/refurbishment works including structural repairs to walls and roof structure, raising roof height; roof insulation and replacement of concrete floor with limecrete; replacement of rainwater goods and removal of paint finishes and mid-20 <sup>th</sup> century lobby; replacement of heating, electrical and lighting systems; reinstatement of door at north elevation.	
5	2022/1392	19 Chandlers Hill	Retention of gate.	

Mr T Gurney  
Clerk To Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk NR18 0UT

South Norfolk House  
Cygnet Court  
Long Stratton  
Norwich  
NR15 2XE

Tel 01508 533727  
Email [planning.snc@southnorfolkandbroadland.gov.uk](mailto:planning.snc@southnorfolkandbroadland.gov.uk)

Our ref SN0581

26 August 2022

Dear Sir/Madam,

**The Norfolk (South Norfolk District Council) Wymondham Tree Preservation Order 2022 No. SN0581**

**Tree(s) at : 108 Chapel Lane Wymondham Norfolk NR18 0DN  
Easting : 609970 Northing : 302650**

South Norfolk Council has served a new Tree Preservation Order (TPO) to protect tree(s) at the location detailed above. A copy of the TPO is enclosed. The Council has served this TPO because The oak trees provide a positive contribution to the visual amenity of the area and are at risk of inappropriate lopping. The trees have a TEMPO (Tree Evaluation Method for Preservation Orders) score of 19 (the trees definitely merits TPO). The tree's protection is in accordance with policy DM4.8 of the South Norfolk Local Plan 2015.. Should you wish to comment or object to the TPO, details of how to do so are set out on the Notice; you can use the enclosed reply form for your comments.

Further information is set out on the back of this letter. If you have any other questions or concerns, please do not hesitate to contact us.

Yours faithfully

**Mark Symonds**  
**Conservation & Tree Officer**  
**Place Directorate**

## **New TPO (Tree Preservation Order) - Frequently Asked Questions**

### **Why has the TPO been served on me?**

You have been sent this TPO because you are an owner and/or occupier of land on which the tree(s) is/are growing, or that is next to where the tree(s) is/are growing. Alternatively, we may have needed to send it to you as you are in some other way formally connected with the site. We need to tell you about the TPO in order you are aware of the legal restrictions that it imposes, also so you can object or make other comments should you wish to do so.

### **The tree(s) is/are on my neighbour's land, so why have I received the TPO?**

We are required to tell you about the TPO as the tree(s) may overhang or grow to overhang your land. If they do, you will be subject to the restrictions that the TPO imposes. It may also be the case that the roots encroach your land; the TPO protects the tree roots in addition to the rest of the tree, so you must take care not to do any damage to these either.

### **I am a tenant of the property, so why have I been contacted?**

Wherever possible we contact both the owner of the property and any other interested parties such as tenants. Sometimes it is not easy to know who these are, so if you think that we have not contacted someone who should be told about the TPO, please let us know. If you are a tenant, please tell us and also let your landlord know that you have been sent this TPO.

### **What if my name and/or other details is/are not correct on the TPO documents?**

Please let us know as soon as possible and we will resolve this. If necessary, we will re-issue the documents and adjust the consultation period if necessary.

### **Who else has been informed about the TPO?**

In addition to the tree owners and their neighbours, we let the relevant Parish/Town Council, District Councillor(s) and the Parish Tree Warden(s) know about the TPO. If the tree is close to the highway, we will also inform Norfolk County Council.

### **Why was the TPO sent by recorded delivery or delivered by hand?**

As the TPO and the Notice are legal documents, we need to be sure that they have been received safely. We endeavour to time the posting of TPOs so that they arrive at residential properties on Saturdays, which is a day that more households will have at least one person at home to receive them, but sometimes this is not possible. We apologise if the need to sign for the TPO caused you any inconvenience.

### **How do I make objections to the TPO, or provide other comments?**

The Notice that accompanies the TPO sets out the date by which comments should be received; it is usually at least one month from the date the TPO is served. We have provided a standard form on which you can make comments, but you are not obliged to use it. In order to be sure that they are considered all comments must be made in writing by the deadline stated. If for any reason you need longer to make comments, please let us know why and we will do our best to help.

### **Must I make comments to South Norfolk Council regarding the TPO?**

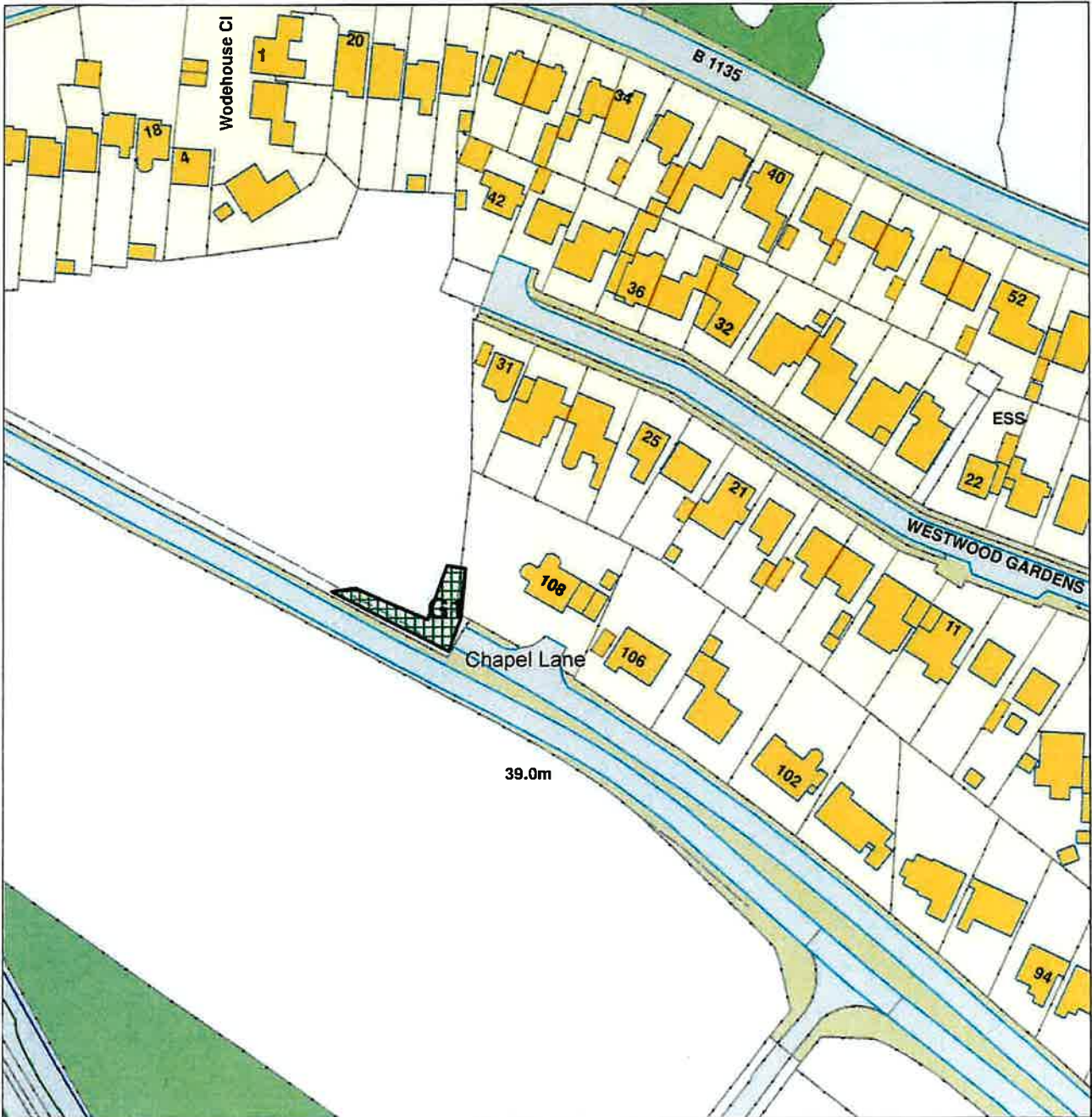
No, you do not need to make an objection or other comment if you do not wish to. If you are supportive of the TPO it would be good, though not essential, to know this as well.

### **Who do I contact if I have any other questions not covered by this?**

General information about TPOs can be found via the Planning Practice Guidance website at [planningguidance.planningportal.gov.uk](http://planningguidance.planningportal.gov.uk). If this does not provide the information you require please email the Council at [planning.snc@southnorfolkandbroadland.gov.uk](mailto:planning.snc@southnorfolkandbroadland.gov.uk) or call 01508 533813.



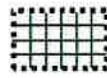
THE NORFOLK (SOUTH NORFOLK DISTRICT COUNCIL)  
Wymondham Tree Preservation Order 2022 No. SN0581



KEY



Individual trees (T1 etc.)



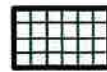
Areas (A1 etc.)

Innner edge of dots denotes boundary



Groups (G1 etc.)

Innner edge of broken line denotes boundary



Woodland (W1 etc.)

Innner edge of line denotes boundary



Scale 1:1,250

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