

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 7th January 2025 in the COUNCIL OFFICES
COMMENCING at **6.00** pm

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 17 th December 2024 are a correct record.	B
4	To receive an update about progress of items arising from the meeting of the Committee held on 17 th December 2024 / previous meeting	
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	To consider South Norfolk Council Tree Preservation Order (TPO) Order No. SN0724	D

Council Offices
Ketts Park
Harts Farm Road
Wymondham
NR18 OUT

L Trabucco
Town Clerk
24th December 2024

Committee Members

Cllr. Frosdick (Chair)	Cllr. P Barrett	Cllr. Perry
Cllr. J Barratt Perry	Cllr. Broome	

Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.

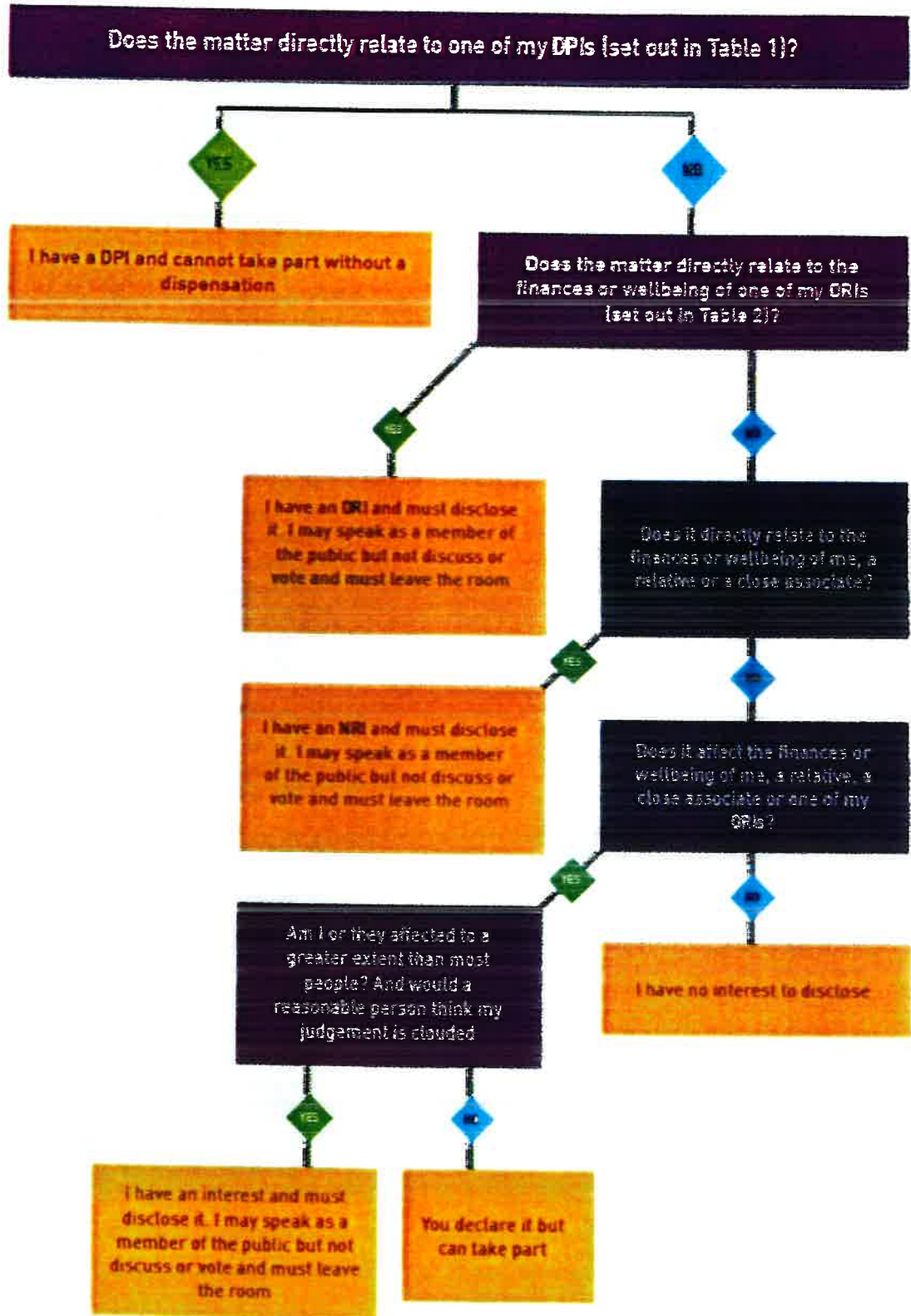


Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of**) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

<p>Corporate tenancies</p>	<p>Any tenancy where (to the councillor's knowledge)—</p> <ul style="list-style-type: none"> (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
<p>Securities</p>	<p>Any beneficial interest in securities* of a body where—</p> <ul style="list-style-type: none"> (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— <ul style="list-style-type: none"> (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

<p>You must register as an Other Registrable Interest :</p> <ul style="list-style-type: none"> a) any unpaid directorships b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any body <ul style="list-style-type: none"> (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management
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WYMONDHAM TOWN COUNCIL
MINUTES OF A MEETING OF THE
PLANNING LIGHTING & HIGHWAYS COMMITTEE held
on 17th December 2024 commencing at 6.00 pm in the Council Offices.

Cllrs.	R Frosdick (Chair)
	P Barrett
	A Perry

Also Present	0 member (s) of the public
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PL131/24	<u>APOLOGIES FOR ABSENCE</u> – J Barrett.
PL132/24	<u>DECLARATIONS OF INTEREST</u> – None.
PL133/24	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. P Barrett and seconded by Cllr. Perry the minutes of the meeting of the Planning Lighting & Highways Committee on 3 rd December 2024 were unanimously approved and signed by the Chairman as a true record.
PL134/24	<u>PROGRESS UPDATE</u> – None.
PL135/24	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC:</u> None.
PL136/24	<u>PLANNING APPLICATIONS</u> These are shown separately.

(The meeting closed at 18.09 pm)

DATED.....day of2024

SIGNED.....(Chairman)

WYMONDHAM TOWN COUNCIL

PLANNING APPLICATIONS DISCUSSED

AT A PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING

held on 17th December 2024 at 6.00 pm in the Council Offices

	Extensions			
1	2024/2355	The Hayshed Burnthouse Lane Silfield	Extend dwelling through the conversion, extension & linking of The Windmill into The Hayshed.	Refused Subject to resolution for overlooking neighbour property
2	2024/3618	National Westminster Bank 5 Market Place	National Westminster Bank 5 Market Place	Approved
3	2024/3647	32 Barnham Broom Road	Proposed timber garage to the front of the property.	Approved
	Other			
4	2024/3462 (LBC)	Town Green Properties 3 Town Green	Replacement of rainwater goods.	Approved subject to the views of the Conservation Officer
5	2024/3576 (Variation)	Land Between London Road And Sutton Lane London Road	Variation of condition 9 of 2019/1022 - Highway off- site improvements - removal of restriction on number of dwellings which can be occupied before highway improvement works have been completed.	Refused It requires safety issues
6	2024/3688 (Variation)	Kimberley Hall Barnham Broom Road Downham	Variation of condition 2 of 2021/0945 - new fire strategy and new escape staircases.	Approved subject to the views of the Conservation Officer
7	2024/3689 (Variation)	Kimberley Hall Barnham Broom Road Downham	Variation of condition 2 of 2021/0944 - new fire strategy and new escape staircases.	Approved Subject to the views of the Conservation Officer

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 7th January 2025
 in the COUNCIL OFFICES COMMENCING at **6.00** pm

	Extensions			
	Other			
1	2024/3548	White Horse 25 - 27 Whitehorse Street	Change of use from holiday let to residential annexe.	
2	2024/2882 (Amended)	Wyndham Leisure Centre Norwich Road	Installation of solar panels, battery storage and EV charging points.	

The Horizon Centre
Broadland Business Park
Peachman Way
Norwich
NR7 0WF

D

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

Tel 01508 533780 / 01603 430509
Planning@southnorfolkandbroadland.gov.uk

Our ref SN0724

17 December 2024

Dear Sir/Madam,

**The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0724
Tree(s) at : Former Gas Works Station Road Wymondham Norfolk
Easting : 611284 Northing : 301261**

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 These trees have scored a significant TEMPO (Tree Evaluation Method for Preservation Orders) score which indicates that they are suitable for a TPO. The trees not only provides amenity value to the setting, but also provides a wealth of benefit to many birds, mammals and insects. This is in line with Policy DM4.8 of the South Norfolk Local Plan Development Policies Document 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.

Please note: that your comments will also be seen on our website, along with your address. We will redact your name, signatures and contact details such as phone number, e mail etc as set out in our “Planning Standards” and “Privacy Policy” which can be seen on the Council’s website. Personal data will be retained for 10 years as part of the lawful processing. Further details can be found at <https://www.southnorfolkandbroadland.gov.uk/data-protection>. Make sure that your comments are relevant and not defamatory or offensive, because you remain personally and legally responsible for them.

Your rights - Under data protection legislation you have the right to request access to, rectification, restriction, or objection to the processing of your personal data, as detailed on our Data Protection Policy. You can contact our Data Protection Officer at data.protection@southnorfolkandbroadland.gov.uk. You also have the right to lodge a complaint with the regulator, the Information Commissioner’s Office.

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

Ben Appleby
Assistant Conservation & Tree Officer

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. If this does not provide the information you require please email the Council at Planning@southnorfolkandbroadland.gov.uk or call 01508 533780 / 01603 430509