


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 21st May 2024 in the COUNCIL OFFICES
COMMENCING at 6.00 pm

AGENDA

1	Election of Chair	
2	Election of Vice Chair	
3	Apologies for absence.	
4	To receive declarations of Interest.	A
5	To resolve that the minutes of the Planning Lighting & Highways Committee meeting held on 7 th May 2024 are a correct record.	B
6	To receive an update about progress of items arising from the meeting of the Committee held on 7 th May 2024 / previous meeting	
7	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.	
8	To consider Planning applications – attached.	C
9	South Norfolk Council – Tree Preservation Order – Priory Gardens	D

Council Offices
Ketts Park
Harts Farm Road
Wymondham
NR18 OUT


T B Gurney
Town Clerk
14th May 2024

Committee Members

Cllr. Frosdick	Cllr. Broome	Cllr. P Barrett
Cllr. Perry	Cllr. J Barrett	

Interests Flowchart

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

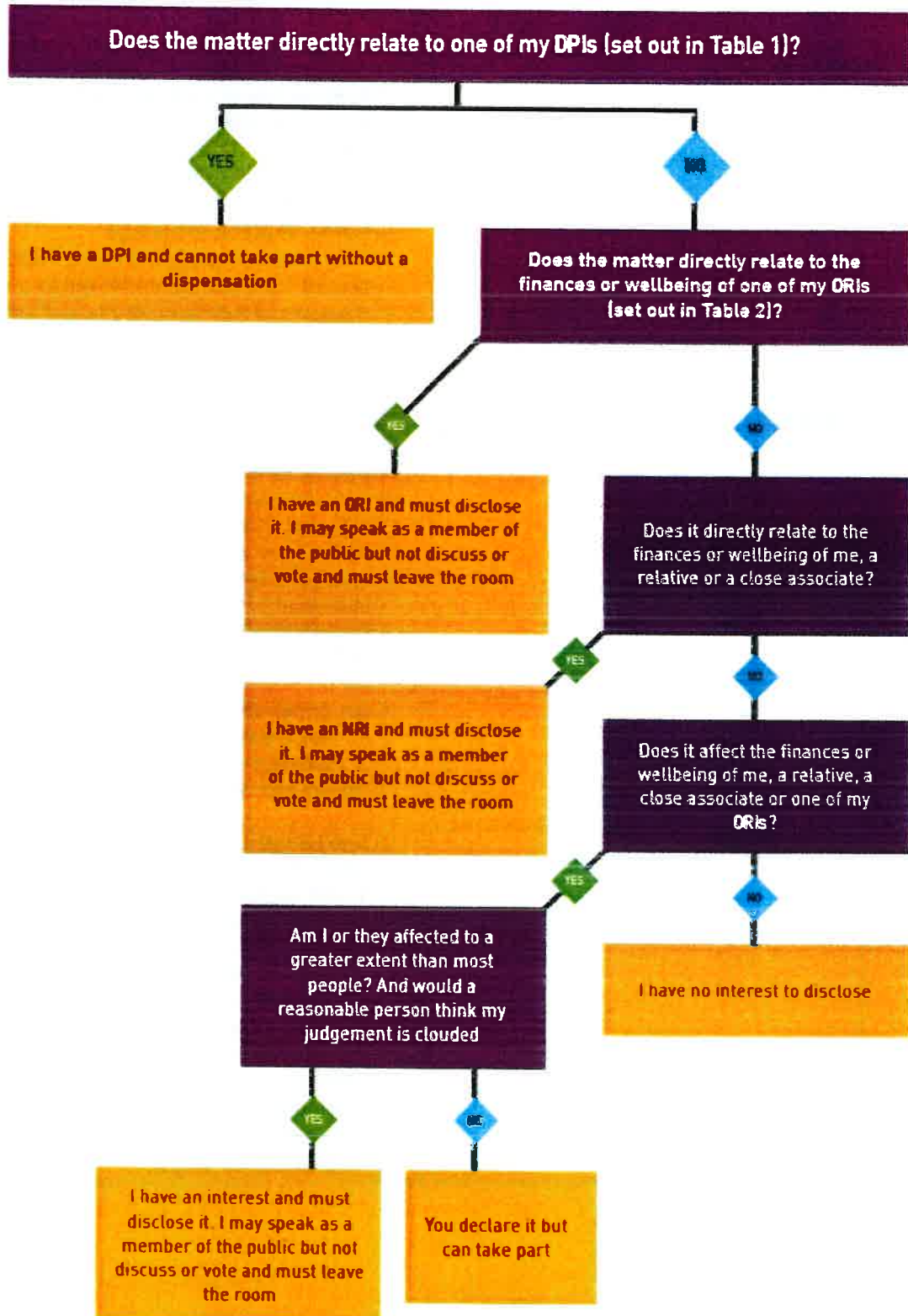


Table 1: Disclosable Pecuniary Interests

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

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (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.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (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

You must register as an Other Registrable Interest :

- 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
 - (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

WYMONDHAM TOWN COUNCIL
MINUTES OF A MEETING OF THE
PLANNING LIGHTING & HIGHWAYS COMMITTEE held
on 7th May 2024 commencing at 6.00 pm in the Council Offices.

Cllrs.	J Barrett
	P Barrett
	A Perry
	R Frosdick (Chair)
	S Nuri-Nixon

Also Present	0 member (s) of the public Cllr. P Broome.
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PL045/24	<u>APOLOGIES FOR ABSENCE</u> – None
PL046/24	<u>DECLARATIONS OF INTEREST</u> – None.
PL047/24	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. J Barrett and seconded by Cllr. P Barrett the minutes of the meeting of the Planning Lighting & Highways Committee on 16th April 2024 were unanimously approved and signed by the Chairman as a true record.
PL048/24	<u>PROGRESS UPDATE:</u> None.
PL049/24	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC:</u> None.
PL050/24	<u>PLANNING APPLICATIONS</u> These are shown separately.

(The meeting closed at 18.27 pm)

DATED.....day of2024

SIGNED.....(Chairman)

WYMONDHAM TOWN COUNCIL

PLANNING APPLICATIONS DISCUSSED

AT A PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING

held on 7th May 2024 at 6.00 pm in the Council Offices

1	2024/1023	17 Wisteria Drive	Proposed single storey extension.	Approved
2	2024/1018	3 Turner Close	Proposed Extension and Alterations with Outbuilding.	Approved
3	2024/0966 (LBC)	24 - 28 Middleton Street	Internal roof repairs. Replacement of rainwater goods.	Approved subject to views of Conservation Officer.
4	2024/0976 2024/0977 (Advertisement Consent)	40 Market Street	Change of use to (sui generis) for the sale of hot & cold oven baked foods including installation of extraction louvre.	2024/0976 Approved subject to resolution of odour concerns. 2024/0977 Refused Projecting sign out of keeping with adjacent shop units.
5	2024/0998 2024/0999 (LBC)	Land Off Back Lane	Conversion of two outbuildings to 4 no. residential dwellings.	Approved consider Pedestrian walkways and Environmental Assessment. Subject to views of Conservation Officer.
6	2024/0817 (Amended)	Car And Lorry Park Ayton Road	Erection and siting of fibre exchange telecommunications infrastructure to provide a full fibre (gigabit) to the premises service.	Refused 1) Inappropriate position of building, noise levels from air conditioning units. 2) Poor design- out of character, visually intrusive. 3) Poor screening and impact on bio-diversity of nearby orchard.
7	2024/1113	Greenacres Sutton Lane Sutton Norfolk NR18 9JG	Alterations to existing rear extension including new pitched roof, new entrance canopy, new windows serving loft conversion to main house.	Approved
8	2024/1100	Sutherlands Nursing Home	Addition of photovoltaic panels to 30 degree pitch roofs facing south-east, south and south-west on existing care home. Slopes concerned are not visible from the public highway.	Approved

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	Extensions			
1	2024/1204 2024/1205 (LBC)	Kimberley Hall Lodge Barnham Broom Road Downham	Single storey side extension.	
	Other			
2	2024/1152	10 Chapel Lane	Installation of an air source heat pump.	
3	2024/0998 2024/0999 (LBC) Amended plans	Land Off Back Lane	Conversion of two outbuildings to 4 no. residential dwellings.	
4	2024/1291	Land South East Of 9 Spinks Lane Spinks Lane	Variation of conditions 1 and 2 of 2021/1659 - revised drainage design.	
5	2024/1292	Land South East Of 9 Spinks Lane Spinks Lane	Variation of condition 1 of 2021/1660 - surface water strategy.	
6	2024/1293	Land South East Of 9 Spinks Lane Spinks Lane	Variation of condition 1 of 2021/1661 - surface water strategy.	
7	2024/1294	Land South East Of 9 Spinks Lane Spinks Lane	Variation of condition 13 4& 7 of 2021/1660 - surface water strategy.	



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

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

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

Our ref SN0656

30 April 2024

Dear Sir/Madam,

**The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0656
Tree(s) at : Priory Gardens Middleton Street Wymondham Norfolk NR18 0AD
Easting : 610815 Northing : 301736**

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, along with a formal Notice that sets out the full reasons for the TPO is enclosed. 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 any comments that you do provide will be held on file which is available for public inspection. **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

Hugh Coggles
Ecology, Biodiversity and Tree Manager

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 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



Wymondham/SN0656

IMPORTANT - THIS COMMUNICATION MAY AFFECT YOUR PROPERTY

**Town and County Planning Act 1990
Town and Country Planning (Tree Preservation)(England) Regulations 2012
The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0656**

To:

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

This is a formal Notice to let you know that on 30 April 2024 the Council made the above Tree Preservation Order (TPO). A copy of the Order is enclosed. In simple terms, it prohibits anyone from cutting down, topping or lopping any of the trees described in the Schedule, and shown on the map, without the Council's consent.

The Council have made the order because - The tree has scored a significant TEMPO (Tree Evaluation Method for Preservation Orders) score which indicates this is suitable for a TPO. The tree not only provides amenity value to the setting, but also provides a wealth of benefit to many birds, mammals and insects.

The Order took effect, on a provisional basis, on 30 April 2024. It will continue in force on this basis for a further 6 months or until the order is confirmed by the Council, whichever first occurs. The Council will consider whether the Order should be confirmed, that is to say, whether it should take effect permanently. Before this decision is made, the people affected by the Order have a right to make objections or other representations about any of the trees, groups of trees or woodlands covered by the Order.

If you would like to make any objections or other comments, please make sure we receive them in writing by 4 June 2024. Your comments must comply with regulation 6 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012, a copy of which is provided overleaf. Send your comments to **Hugh Coggles, Ecology, Biodiversity and Tree Manager at The Horizon Centre Broadland Business Park Peachman Way Norwich** or by email to planning@southnorfolkandbroadland.gov.uk. All valid objections or representations will be carefully considered before a decision on whether to confirm the Order is made; if necessary, the TPO will be considered by a meeting of the Planning Sites Sub-committee. The Council will write to you again when that decision has been made. In the meantime, if you would like any further information or have any questions about this TPO, please contact the Council.

Dated: 30 April 2024

Signed:

A handwritten signature in black ink, appearing to read "Hodds", written over a horizontal line.

Monitoring Officer

**Regulation 6 of The Town and Country Planning
(Tree Preservation) (England) Regulations 2012**

Objections and representations

6.—(1) Subject to paragraph (2), objections and representations—

(a) shall be made in writing and—

(i) delivered to the authority not later than the date specified by them under regulation 5(2)(c); or

(ii) sent to the authority in a properly addressed and pre-paid letter posted at such time that, in the ordinary course of post, it would be delivered to them not later than that date;

(b) shall specify the particular trees, groups of trees or woodlands (as the case may be) in respect of which such objections and representations are made; and

(c) in the case of an objection, shall state the reasons for the objection.

(2) The authority may treat as duly made objections and representations which do not comply with the requirements of paragraph (1) if, in the particular case, they are satisfied that compliance with those requirements could not reasonably have been expected.



The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0656

Tree(s) at : Priory Gardens Middleton Street Wymondham Norfolk NR18 0AD

The Tree Preservation Order (TPO) is valid from 30 April 2024. However, within six months South Norfolk Council must decide whether to make the Order permanent. In order to help make this decision, you are invited to provide comments on whether you support or object to the TPO. If you object you must state your reasons for doing so.

All comments must be received by: 4 June 2024

Please note: Any comments that you do provide will be held on file which is available for public inspection. You should therefore ensure that any comments are relevant and not defamatory or offensive, as you will remain personally and legally responsible for them. Your comments will also be published on our website, along with your address. If you are concerned about publishing your signature, e-mail address, telephone number or any other personal contact details (other than your address which must be available) then send these as a separate attachment so they are not published with the main comments.

Please tick one box only:

Support

Object (you must explain your reasons)

No comment

Reasons / comments (continue on further sheets if necessary):

Print Name:

Date:

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

Please return to:
Planning
South Norfolk Council
The Horizon Centre
Broadland Business Park
Peachman Way
Norwich
NR7 0WF
Planning@southnorfolkandbroadland.gov.uk

The Horizon Centre, Broadland Business Park, Peachman Way,
Norwich, NR7 0WF
Tel 01508 533633 / 01603 430509 Text phone 01508 533622
Freephone 0800 3896109
Email planning@southnorfolkandbroadland.gov.uk
Website www.southnorfolkandbroadland.gov.uk



Wymondham/SN0656

Town and Country Planning Act 1990
The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0656

Citation

1. This Order may be cited as the **The South Norfolk Council Wymondham Tree Preservation Order 2024 No. SN0656**

Interpretation

2.—(1) In this Order “the authority” means the South Norfolk Council

(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

Effect

3.—(1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.

(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—

(a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or

(b) cause or permit the cutting down, topping, lopping, wilful damage or wilful destruction of, any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

Application to trees to be planted pursuant to a condition

4. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 30th day of April 2024

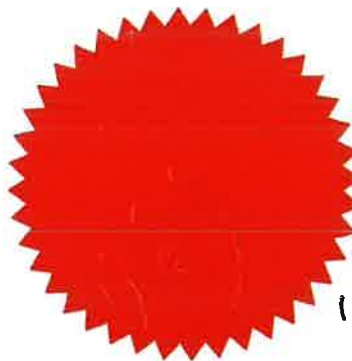
The Common Seal of South Norfolk Council

was affixed to this Order in the presence of—

A handwritten signature in black ink, appearing to read "Sinead Carey".

Deputy Monitoring Officer

Sinead Carey



13147

SCHEDULE Specification of trees

Trees specified individually - (encircled in black on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
T 1	Acacia	Priory Gardens, Middleton Street, Wymondham, Norfolk, NR18 0AD

Trees specified by reference to an area (within a dotted black line on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
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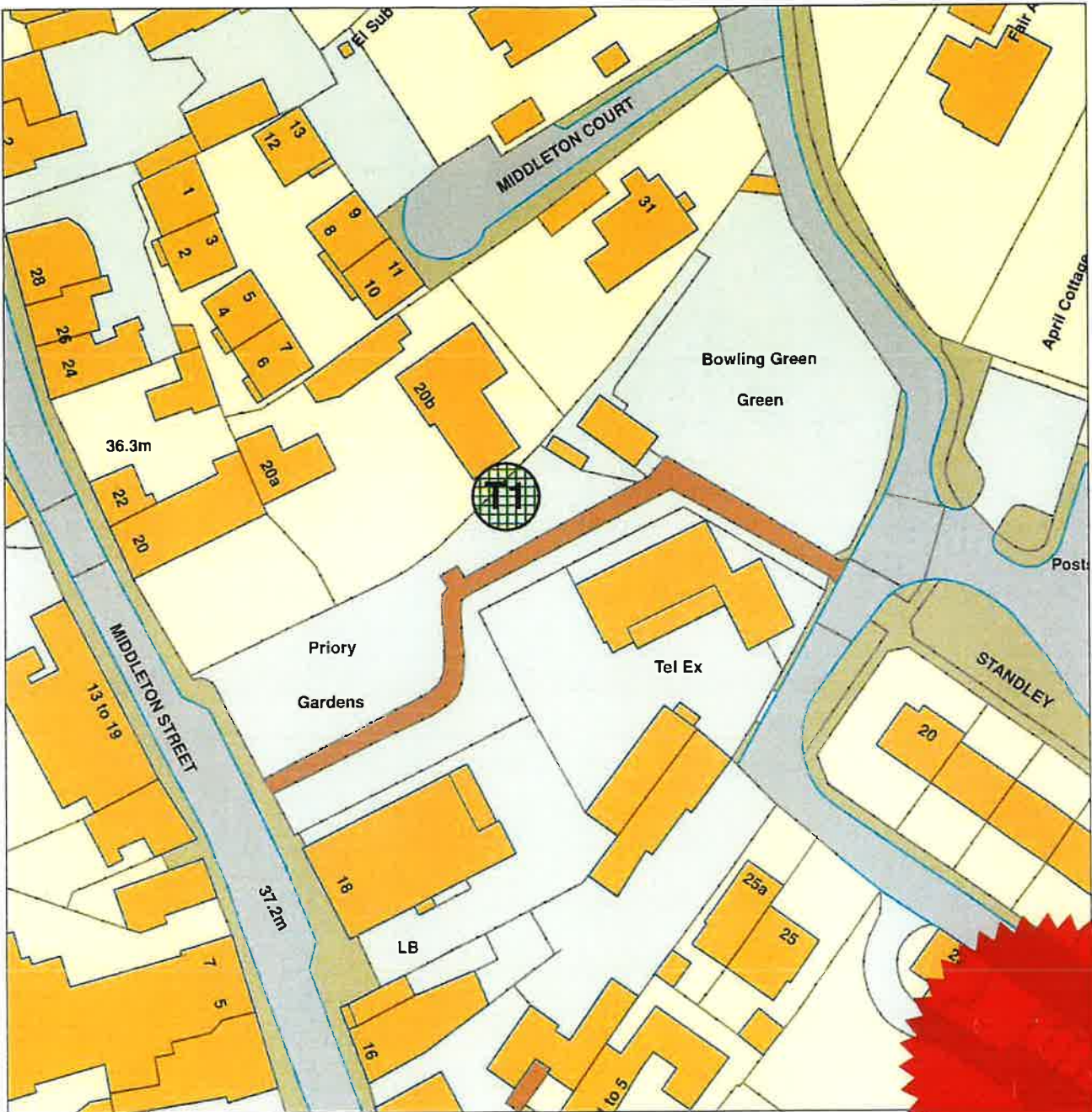
Groups of trees (within a broken black line on the map)

<i>Reference on map</i>	<i>Description including number of trees of each species in the group</i>	<i>Situation</i>
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Woodlands (within a continuous black line on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
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THE SOUTH NORFOLK DISTRICT COUNCIL
Wymondham Tree Preservation Order 2024 No. SN0656



KEY

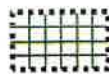


Individual trees (T1 etc.)



Groups (G1 etc.)

Inner edge of broken line denotes boundary



Deputy Monitoring Officer
Sinead Carey

Areas (A1 etc.)

Inner edge of dots denotes boundary



Woodland (W1 etc.)

Inner edge of line denotes boundary



Scale 1:750

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