

## **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 4th March 2025 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 18 <sup>th</sup> February 2025 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 18 <sup>th</sup> February 2025 / 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 note proposed base station upgrade at Hi-Span, Ayton Road, NR18 ORD	<b>C</b>
7	To consider Planning applications – attached.	<b>D</b>

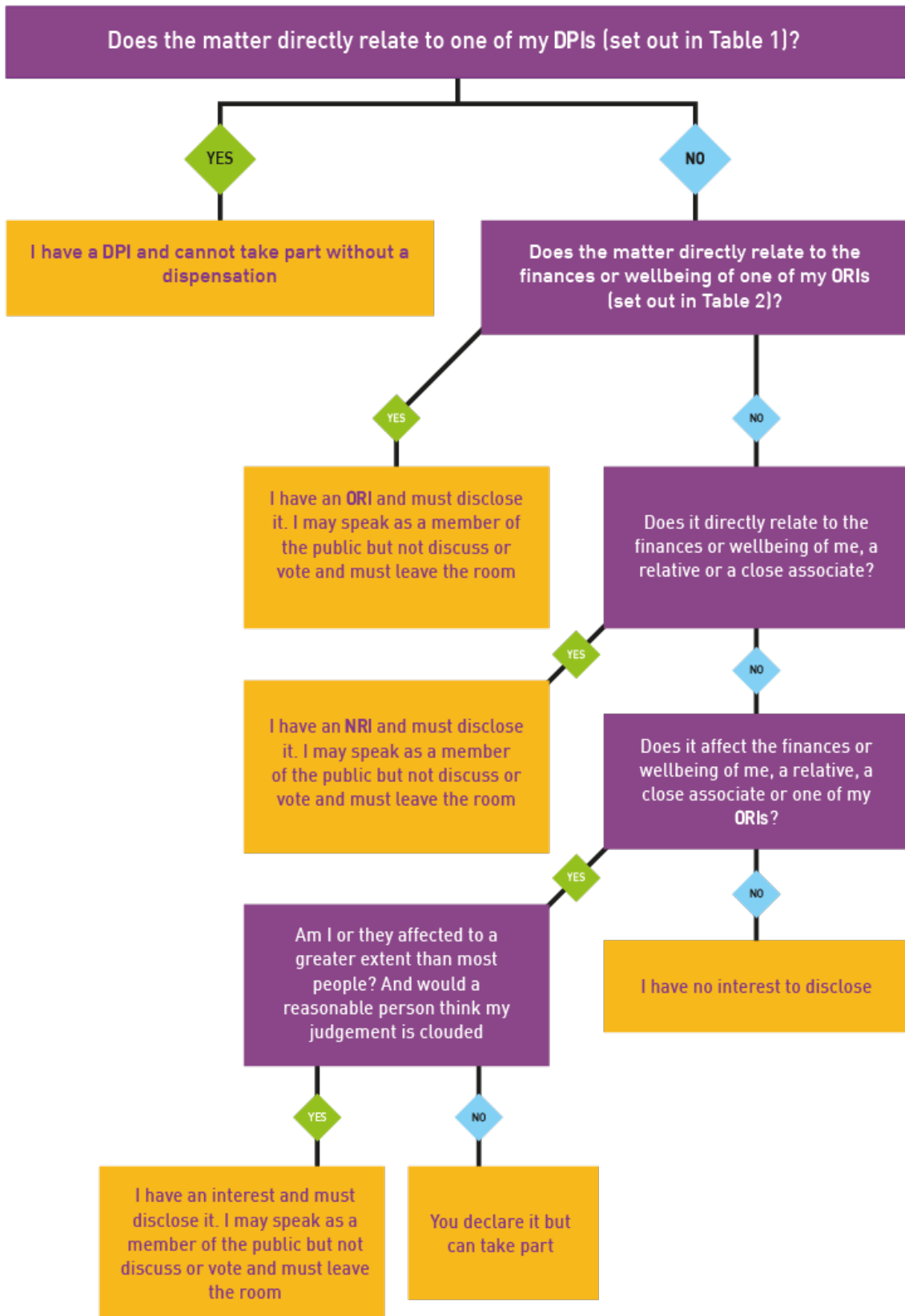
Council Offices  
Ketts Park  
Harts Farm Road  
Wyndham  
NR18 OUT

27<sup>th</sup> February 2025  
*L Trabucco*  
Town Clerk

**Committee Members:** Councillor (Cllr) Frosdick (Chair), J Barrett, P Barrett, Broome, Perry.

## 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.](#)

<b>Subject</b>	<b>Description</b>
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain.
<b>Sponsorship</b>	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.
<b>Contracts</b>	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
<b>Land and Property</b>	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.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

<b>Corporate tenancies</b>	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.
<b>Securities</b>	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**

<p>You must register as an Other Registerable Interest :</p> <ul style="list-style-type: none"> <li>a) any unpaid directorships</li> <li>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</li> <li>c) any body <ul style="list-style-type: none"> <li>(i) exercising functions of a public nature</li> <li>(ii) directed to charitable purposes or</li> <li>(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</li> </ul> </li> </ul>
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**WYMONDHAM TOWN COUNCIL**  
 MINUTES OF A MEETING OF THE  
 PLANNING LIGHTING & HIGHWAYS COMMITTEE held  
 on 18<sup>th</sup> February 2025 commencing at 6.00 pm in the Council Offices.

Cllrs.	R Frosdick (Chair)
	J Barrett
	P Barrett
	A Broome
	A Perry

Also Present	1 member of the public
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PL013/25	<u>APOLOGIES FOR ABSENCE</u> – None.
PL014/25	<u>DECLARATIONS OF INTEREST</u> – None.
PL015/25	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. P Broome and seconded by Cllr. Barrett the minutes of the meeting of the Planning Lighting & Highways Committee on 4 <sup>th</sup> February 2025 were unanimously approved.
PL016/25	<u>PROGRESS UPDATE</u> – None.
PL018/25	<u>ITEMS RAISED BY MEMBERS OF THE PUBLIC:</u> None.
PL019/25	<u>PLANNING APPLICATIONS</u> These are shown separately.

*(The meeting closed at 18.12 pm)*

DATED.....day of .....2025

SIGNED.....(Chairman)

**WYMONDHAM TOWN COUNCIL**  
 PLANNING APPLICATIONS DISCUSSED  
 AT A PLANNING LIGHTING & HIGHWAYS COMMITTEE MEETING  
 held on 18<sup>th</sup> February 2025 at 6.00 pm in the Council Offices

1	PRZ179 NCC	Former Wymondham Rugby Club	20MPH Speed Restriction Zone Extension	<b>Support</b>
	<b>Extensions</b>			
2	2025/0228	Samphire Tuttles Lane West	Conversion of an existing garden building into a one bedroom annexe.	<b>Approved</b>
3	2025/0320	2 Hewitts Lane	Enlarge and construct dormer at first floor level to side elevation.	<b>Approved</b>
4	2025/0154	143 Norwich Road	Single storey extension for office use.	<b>Approved</b>
5	2025/0075	Signal Cottage Station Approach	Lean to extension to existing cart lodge.	<b>Approved</b>
6	2025/0388	102 Tuttles Lane West	Single storey front room/porch extension and a single story rear Extension.	<b>Approved</b>
	<b>Other</b>			
7	2025/0177 2025/0178 (LBC)	5 Vicar Street	New window. 3 new Air source heat pumps. Retrospective garden shed. Re-build a section of existing flint wall.	<b>Approved</b> subject to views of Conservation Officer.
8	2024/3863 (LBC)	10 - 12 Damgate Street	Removal of internal partition wall.	<b>Approved</b> subject to views of Conservation Officer.

Our ref: CS 107717

20 February 2025

Wymondham Town Council  
Laura Trabucco  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk  
NR18 0UT

Avison Young  
6th Floor  
11 York Street  
Manchester  
M2 2AW

By Email: [office@wymondhamtc.co.uk](mailto:office@wymondhamtc.co.uk)

Dear Madam,

**PROPOSED BASE STATION UPGRADE AT HI-SPAN, AYTON ROAD, WYMONDHAM, NORFOLL, NR18 ORD (NGRs: E 611880 / N 301330)**

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development


Cornerstone are in the process of progressing suitable sites in the Wymondham area for radio base stations that will improve service provision for Telefónica UK Limited. The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone and Telefónica UK Limited are committed to consultation with communities for mobile telecommunications proposals and as such would encourage you to respond.

As part of the operator's network improvement program, there is a specific requirement for a radio base station upgrade at this location to replace existing equipment with the latest technologies, which will improve existing coverage provisions for better signal strength, capacity and speed.

**In the first instance, all correspondence should be directed to the agent.**

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:  
Cornerstone Telecommunications, Infrastructure Limited,  
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.  
Registered in England & Wales No. 08087551.  
VAT No. GB142 8555 06

 Cornerstone, Hive 2,  
1530 Arlington Business Park,  
Theale, Berkshire, RG7 4SA

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

Please find below the details of the proposed site and the alternative site options considered and discounted in our site selection process: -

A number of options have been assessed in respect of the site search process and we consider the best solution is as follows:

### **CS 107717 (Cornerstone, Telefónica UK Limited) Hi-Span**

**Description of Development:** Removal of 3no. existing antennas and replaced with 9no. new antennas and ancillary works thereto.

This option has been selected following the operator's sequential approach to site selection whereby existing base stations have been reviewed in the first instance to explore upgrade opportunities that can improve coverage provisions to cater for current and future demands, prior to the exploration of alternative locations for new installations. As the proposed works involve the upgrade of an existing base station, it was therefore not necessary to identify alternative site options in accordance with the Code of Best Practice for telecommunications development as well as national and local planning policy.

As a licensed code operator, a minimalistic approach to design is adopted in every instance to ensure that the least impactful scheme is pursued to ensure the site's overall visual appearance is kept to a technical minimum whilst ensuring the technical objectives of the works remain achievable. Within the technical parameters of each site's requirements, the operator seeks to maintain the minimum level of equipment and scale of works as far as practicable.

The proposed works are minor and will be capable of assimilating into the surrounding environment. In this instance an existing mast will be utilised and the proposed antennas will accommodate existing antenna locations on the lattice mast, which will retain the existing visual appearance of the site. The proposed antennas and ancillary equipment are small in scale, which will assimilate onto the tower with minimal visual impact.

Within the context of the immediate surroundings the extent of proposed changes would be nominally felt, thus preserving the existing character and setting of the surrounding area.


In accordance with planning legislation, the proposed scheme constitutes permitted development and does not require a prior approval/planning application to be submitted to the local planning authority however, a notification letter has been issued to inform them of the operator's intention to utilise permitted development rights for these works.

**In the first instance, all correspondence should be directed to the agent.**

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 Cornerstone, Hive 2,  
1530 Arlington Business Park,  
Theale, Berkshire, RG7 4SA



The Local Planning Authority must register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included with the formal notification to the local planning authority.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

We would also be grateful if you could please advise of any local stakeholders or groups that might like to make comments. We look forward to receiving any comments you may have on the proposal.


Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number CS 107717).

Yours faithfully,



**Senior Surveyor, Technology**



@avisonyoung.com | avisonyoung.com  
Sutherland House, 149 Saint Vincent Street, Glasgow G2 5NW

(for and on behalf of Cornerstone)


Enc. Drawings

**In the first instance, all correspondence should be directed to the agent.**

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

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 Cornerstone, Hive 2,  
1530 Arlington Business Park,  
Theale, Berkshire, RG7 4SA

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R. E:611880 N: 301330  
 DIRECTIONS TO SITE:

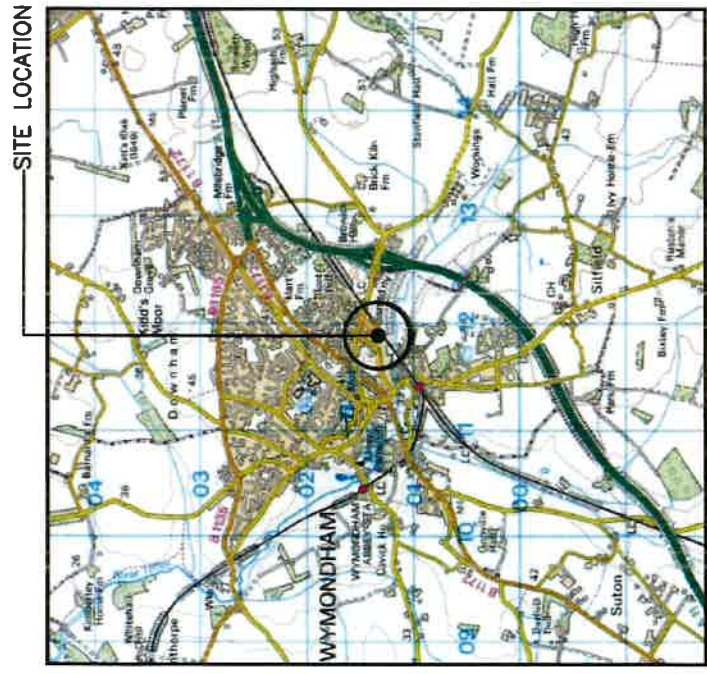
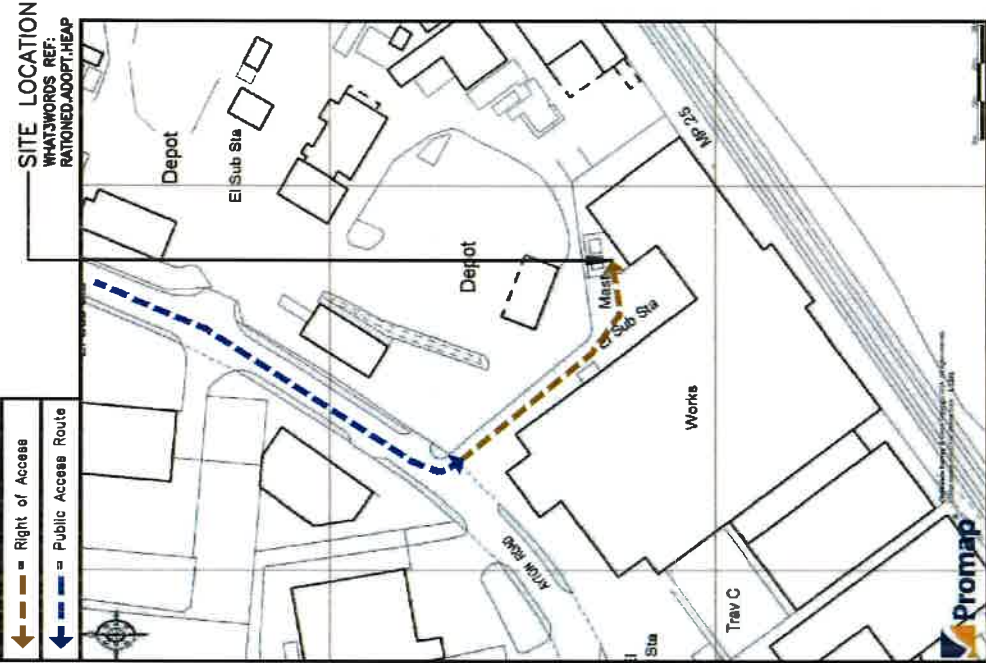
FROM JUNCTION 13 OF THE A1(M) TOWARDS CAMBRIDGE.  
 AFTER 35 MILES BEAR LEFT ON TO A11. FOLLOW FOR 37  
 MILES THEN TAKE SLIP ROAD. TURN LEFT ON TO BROWICK  
 ROAD THEN LEFT ON TO AYTON ROAD. SITE IS LOCATED  
 100m ON THE LEFT HAND SIDE.

REF	ISSUED FOR	DATE	BY	DATE
1A	ISSUED FOR PLANNING	RF SB 31/01/25		



Cell Name	HI-SPAN
Cell ID No	
CSID	1978
Protect No.	N/A
Site Address / Contact Details	AYTON ROAD WYMONDHAM NORFOLK NR18 0RD

Dwg Ref:	PLANNING
Drawing Number:	100
Surveyed By:	SB
Drawn:	SB
Date	31/01/2025
Scale	A



**SITE LOCATION**  
 (Scale 1:50000)  
 Ordnance Survey map extract based upon  
 Landranger map series with the permission of  
 the controller of His Majesty's Stationery Office  
 Licence No. 100022432 Crown copyright.

0 500 1000 1500 2000 2500m  
 1:50000



**SITE PHOTOGRAPH**

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R. E: 611880 N: 301330  
 NOTES:

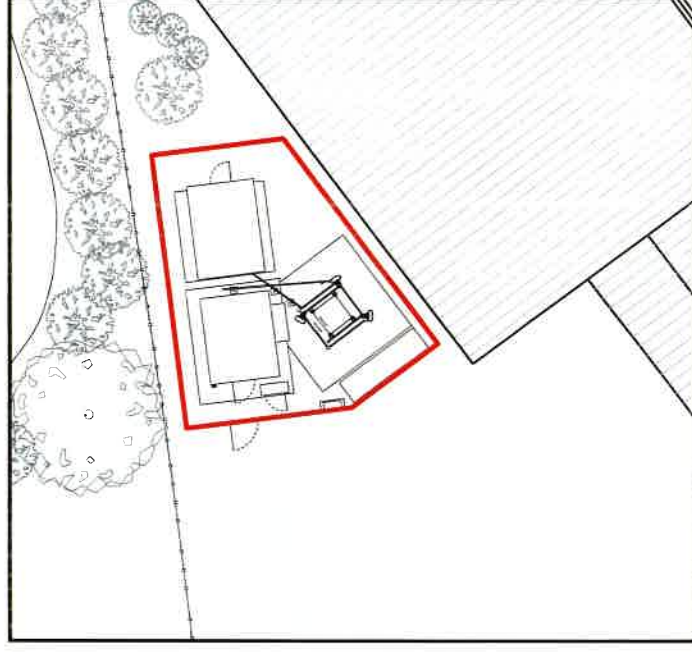
REV	ISSUED FOR PLANNING	RF	SB	31/01/25
REV	MODIFICATION	BY	CH	DATE
1A				



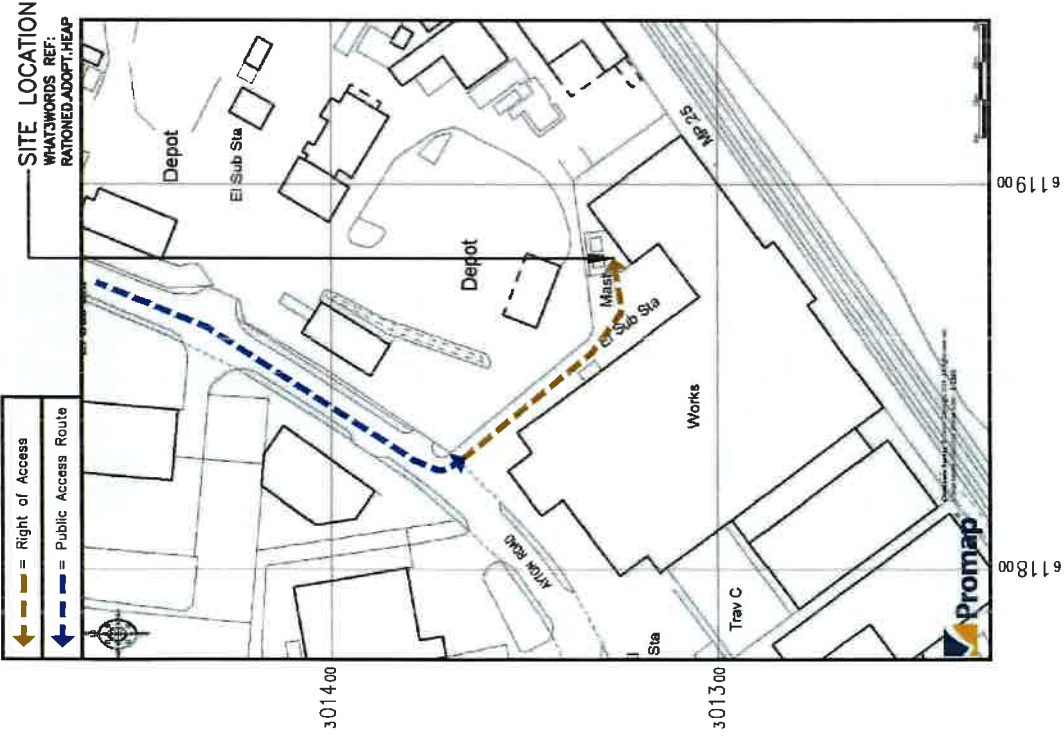
Cell Name	HI-SPAN	Opl	-
Cell ID No			
GSID	✓ VMD2	-	VF
Project No.	1978	-	N/A
		-	N/A

Site Address / Contact Details  
 ATYON ROAD  
 WYMONDHAM  
 NORFOLK  
 NR18 0RD

Drawing Title:	LEASE AGREEMENT PLAN	Dwg	
Purpose of Issue:	PLANNING	Rev.	
Drawing Number:	101		
Surveyed By:	SB	Original Issue Date:	A3
Drawn:	RF	Checked:	SB
Date:	31/01/2025	Date:	31/01/2025
		Issue:	A



SITE PLAN  
 (Scale 1:200)



DETAILED SITE LOCATION  
 (Scale 1:1250)

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ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R E:611880 N: 301330

NOTES:

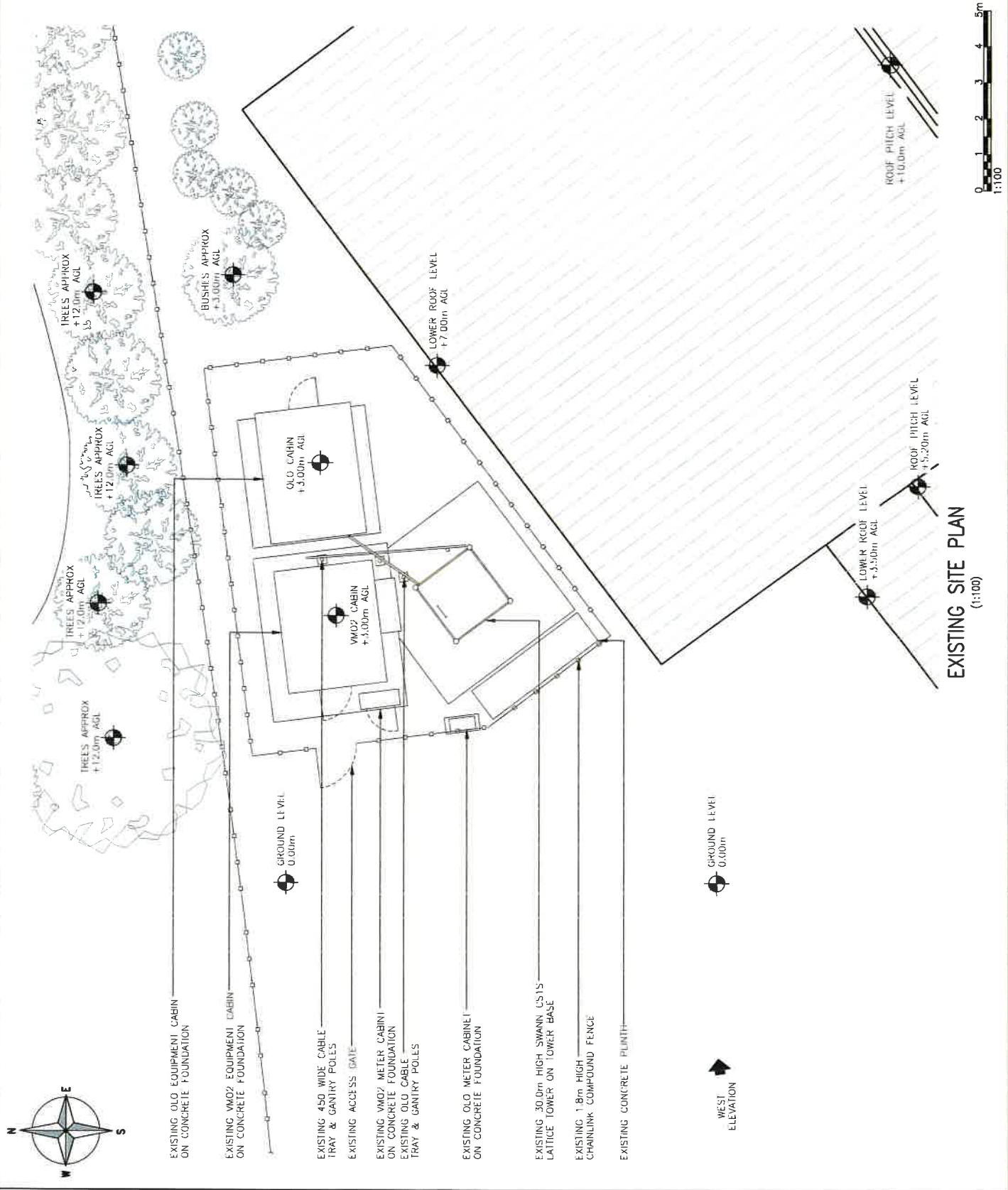
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1A	ISSUED FOR PLANNING					31/01/2025



Cell Name	HI-SPAN	Opt	-
Cell ID No			
CSID	✓ VM02	-	VF
107717	1978	-	N/A
PROJECT No.	-	N/A	-
		-	N/A

Site Address / Contact Details  
 AYTON ROAD  
 WYMONDHAM  
 NORFOLK  
 NR18 0RD

Drawing Title:	EXISTING SITE PLAN	Dwg Rev:	
Purpose of Issue:	PLANNING		
Drawing Number:	200		
Drawn By:	SB	Original Sheet Size:	A3
Drawn:	31/01/2025	Scale:	1:100
RF	SB	Date:	31/01/2025
		Code:	A



SHM/2025/Rev.2.3

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R. E:611880 N: 301330  
 NOTES:

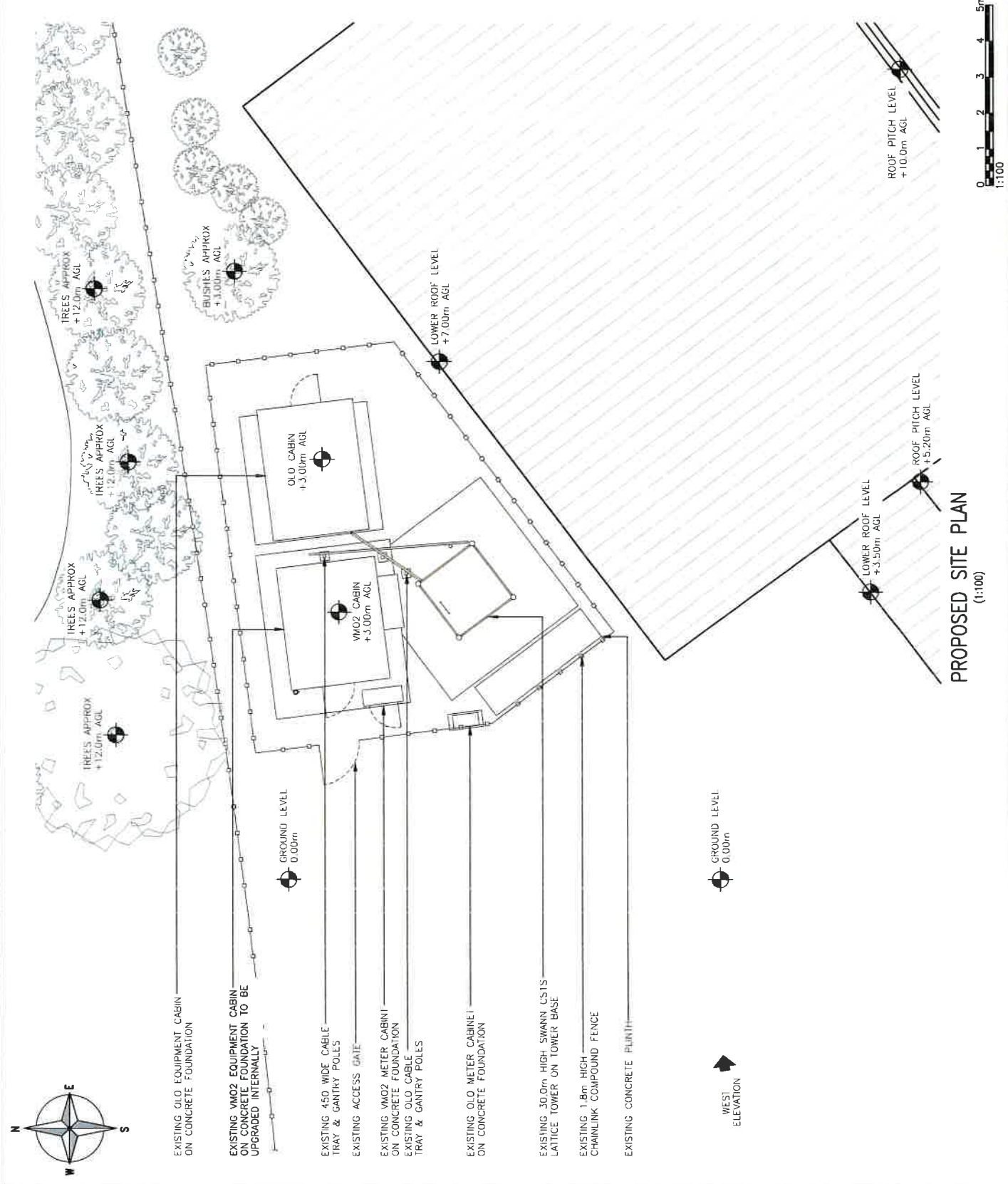
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1A	ISSUED FOR PLANNING					31/01/25



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Cell ID No			
GSID	✓ VM02	-	VF
107717	1978	-	N/A
Project No.	-	N/A	-
		-	-

Site Address / Contact Details  
 ATTON ROAD  
 WYMONDHAM  
 NORFOLK  
 NR18 0RD

Drawing Title:	PROPOSED SITE PLAN	Dwg Rev:	
Purpose of Issue:	PLANNING		
Drawing Number:	201	Original Sheet Size:	A3
Drawn By:	SB	Drawn Date:	31/01/2025
Checked By:	SB	Checked Date:	31/01/2025
Drawn:	RF	Drawn Date:	31/01/2025
Drawn:	RF	Drawn Date:	31/01/2025



PROPOSED SITE PLAN  
 (1:100)

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R. E: 611880 N: 301330  
 NOTES:

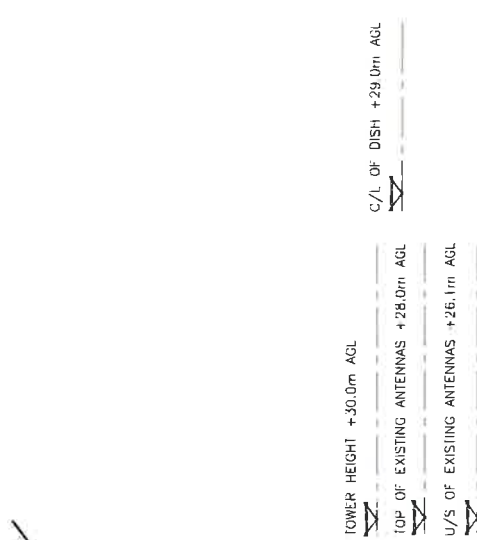
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BY	DATE	BY	CH	DATE



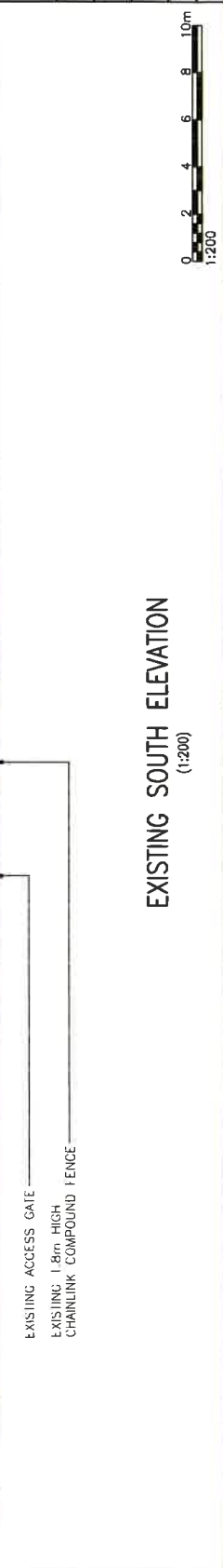
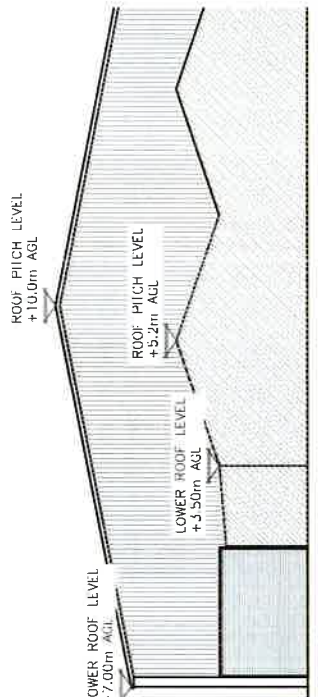
Cell Name	HI-SPAN	Opt.	-
Cell ID No	1978	VF	N/A
GSID	107717	N/A	N/A
Product No.	-	-	-

Site Address / Contact Details  
 ATTON ROAD  
 WYMONDHAM  
 NORFOLK  
 NR18 0RD

Drawing Title	EXISTING ELEVATION	Dwg Ref.	
Purpose of Issue	PLANNING	Drawn	SB
Drawing Number	300	Checked	SB
Drawn By	SB	Date	31/01/2025
Scale	A3	Drawn	SB
Project No.	300	Drawn	SB
Original Sheet Size	A3	Drawn	SB
Scale	1:200	Drawn	SB
Drawn	SB	Drawn	SB
Drawn	SB	Drawn	SB



ROOF HEIGHT +30.0m AGL  
 C/L OF DISH +29.0m AGL  
 TOP OF EXISTING ANTENNAS +28.0m AGL  
 U/S OF EXISTING ANTENNAS +26.1m AGL



EXISTING SOUTH ELEVATION  
 (1:200)



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE  
 N.G.R. E:611880 N: 301330

NOTES:

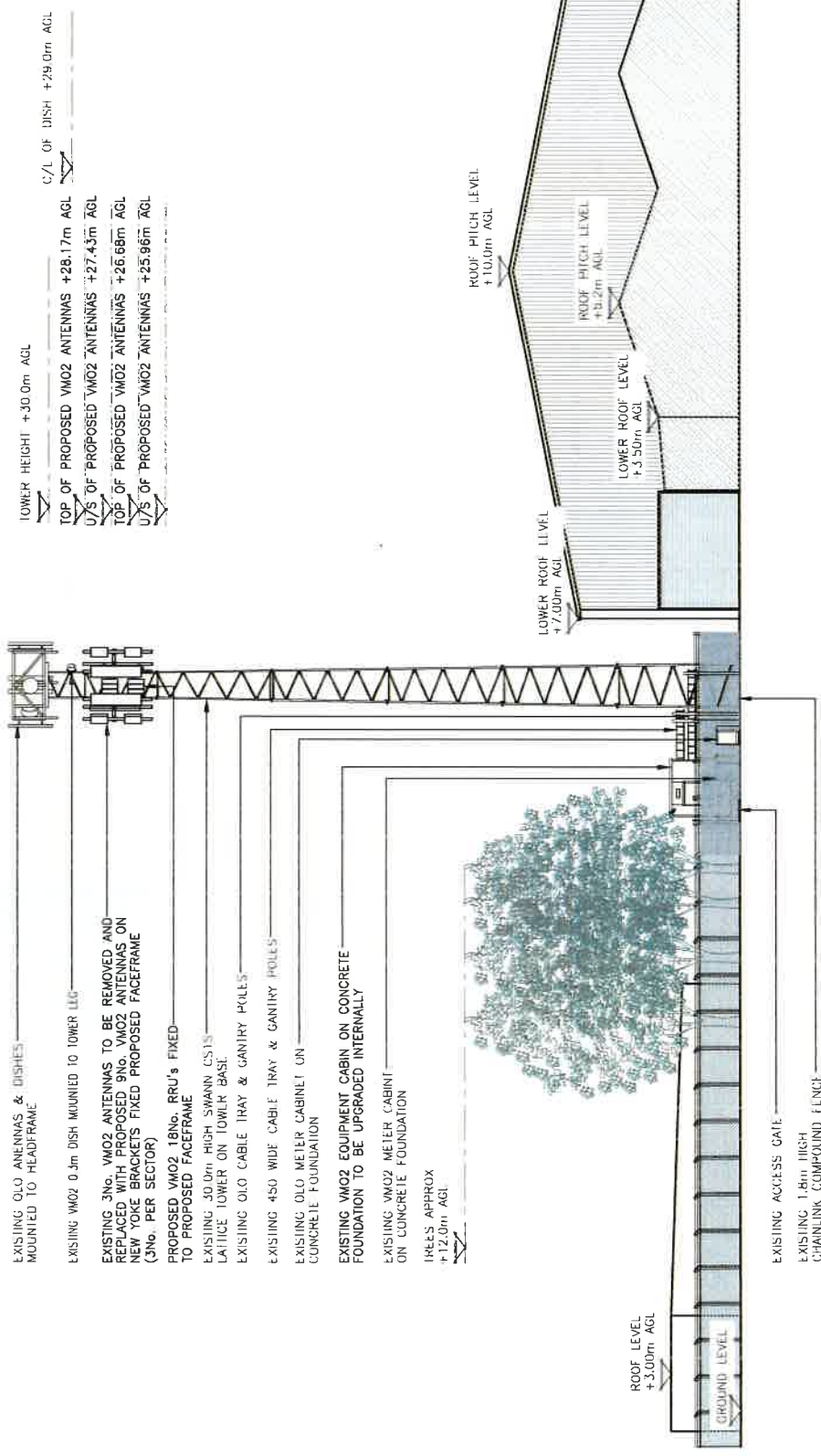
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1A				31/01/25



Cell Name	HI-SPAN	Opt.	-
Cell ID No			
CSID	✓ VM02		VF
107717	1978		N/A
PROJECT No.	N/A		N/A

Site Address / Contact Details  
 AYTON ROAD  
 WYMONDHAM  
 NORFOLK  
 NR18 0RD

Drawing Title:	PROPOSED ELEVATION	Dwg Rev:	
Purpose of issue:	PLANNING		
Drawing Number:	301		
Drawn By:	SB	Original Sheet Size:	A3
Drawn:	31/01/2025	Checked:	SB
Date:	31/01/2025	Print Issue:	A
			A



PROPOSED SOUTH ELEVATION  
 (1:200)

LOWER HEIGHT +30.0m AGL  
 C/L OF DISH +29.0m AGL  
 TOP OF PROPOSED VM02 ANTENNAS +28.17m AGL  
 U/S OF PROPOSED VM02 ANTENNAS +27.43m AGL  
 TOP OF PROPOSED VM02 ANTENNAS +26.68m AGL  
 U/S OF PROPOSED VM02 ANTENNAS +25.96m AGL

EXISTING 0.0m ANTENNAS & DISHES MOUNTED TO HEADFRAME  
 EXISTING VM02 0.3m DISH MOUNTED TO TOWER LEG  
 EXISTING 3No. VM02 ANTENNAS TO BE REMOVED AND REPLACED WITH PROPOSED 9No. VM02 ANTENNAS ON NEW YORK BRACKETS FIXED PROPOSED FACEFRAME (3No. PER SECTOR)  
 PROPOSED VM02 18No. RRU's FIXED TO PROPOSED FACEFRAME  
 EXISTING 30.0m HIGH SWANN C/S LATTICE TOWER ON TOWER BASE  
 EXISTING 0.0m CABLE TRAY & GANTRY POLES  
 EXISTING 450 WIDE CABLE TRAY & GANTRY POLES  
 EXISTING 0.0m METER CABINET ON CONCRETE FOUNDATION  
 EXISTING VM02 EQUIPMENT CABIN ON CONCRETE FOUNDATION TO BE UPGRADED INTERNALLY  
 EXISTING VM02 METER CABINET ON CONCRETE FOUNDATION  
 PILES APPROX +12.0m AGL  
 EXISTING ACCESS GATE  
 EXISTING 1.8m HIGH CHAINLINK COMPOUND FENCE



**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 4th March 2025  
in the COUNCIL OFFICES COMMENCING at **6.00** pm

	<b>Extensions</b>			
1	<a href="#">2025/0506</a>	Lower Grove Farm Melton Road Downham	Proposed 2 storey side extension.	
2	<a href="#">2025/0540</a>	18 Norwich Common	Demolition of existing single storey accommodation to the rear and side of the property and demolition of free standing single storey garage. New single storey flat roof rear extension and two storey side extension with new pitched roof.	
3	<a href="#">2025/0461</a>	10 Poppy Street	Single storey rear extension.	
	<b>Other</b>			
4	<a href="#">2025/0427</a>	35 Market Street	Replacement of sash windows and door to rear of residential flat - occupying first and second floors above 37 Market Street.	
5	<a href="#">2025/0508</a>	1 Whitehorse Street	Variation of condition 2 of 2023/3471 - (2) changes to roof heights to allow for finished floor level to match existing house with head clearance for internal pocket doors, door exchanged for window to rear, move arched window to side.	