

Minutes of the Meeting of the Planning Committee held on Monday 8th September 2025 at 6.00pm in the Loft, Dersingham Village Centre, Dersingham.

Present: Cllr B Thomas - Chairman, Cllr N Barker, Cllr S Foxley, Cllr J Houston, Cllr C Shepherd and Cllr M Noble

In attendance: Karen Orgill (Business Manager and Minute Taker)

The meeting started at 6.00pm

Cllr B Thomas welcomed all to the meeting.

1. **To consider apologies for absence** – Cllr V Brundle
2. **Declarations of interest and requests for dispensations by councillors in any agenda item** – None
3. **To approve the minutes of the Planning Committee Meetings held on Monday 14th July 2025.** The minutes were proposed by Cllr N Barker and seconded by Cllr C Shepherd and duly signed by the Chairman.
4. **Open the meeting to allow Public Participation** - No public present
5. **Planning applications**

All these applications can be viewed and commented on via the Borough Council's online planning portal:
https://www.west-norfolk.gov.uk/homepage/169/comment_on_a_planning_application.

25/00410/F – A new residential annexe in the rear garden of 10 Manorside to be occupied in conjunction with the property 10 Manorside sharing the existing access, garden and parking areas of the principal dwelling at 10 Manorside. **It was resolved to make the comment of: Objection : Due to the access onto the unmade track to the west of the site involves an intensification of the use of the access track. The intensification of the use of the access track, which is unsuitable for two-way movements and has restricted visibility at its junctions with the public highway, will result in an unacceptable impact on highway safety. The planning application states it's for an elderly relative to remain living independently but 10 Manorside is rented out as a holiday home and the proposed dwelling would be rented out as another holiday let.**

To note update on **25/01036/F** Proposed extensions and alterations including the creation of a new first floor via the provision of a new roof structure and porch. Cllr C Shepherd reported that the application was considered at the Borough Council Planning Committee meeting held on 1st September 2025 where Borough Cllr T Bubb had proposed a site visit by the members of that committee which took place on Thursday 4th September. This was followed by the Planning Committee meeting when the application was permitted.

Cllr C Shepherd asked whether the parish councillors would consider asking the Borough Council to consider making Park Hill a Conservation Area and a decision was made asking the BM to contact the Borough Council to ask for Park Hill to be considered as a Conservation Area, with some supporting background information.

To note outcomes of planning decision by the Borough Council:

25/00923/F – Replacement Garage – 12 Heath Road – Application Permitted – 18 July 2025 – Delegated Decision – noted at the meeting

25/00977/F – Front porch extension – Orchids, 20 Saxon Way – Application Permitted – 23 July 2025 – Delegated Decision – noted at the meeting

25/01039/F – Two storey extension to dwelling. Internal alterations and refurbishment. Replacement windows. Demolition of conservatory and detached garage. Construction of carport. – 12 Manor Road – Application Permitted – 1 August 2025 – Delegated Permission – noted at the meeting

25/00144/TREECA – Reduce and reshape Willow Tree (T1) in rear garden down to previous points, removing approx. ¾ meters to keep it under control as it grows very quickly – 76 Chapel Road – Tree Application – No objection – 12 August 2025 – Delegated Decision – noted at the meeting

25/00145/TREECA – Trim back pine tree, removal of large stem on plum tree and cut back apple tree by a maximum of 75cm/1 metre. Mulberry Cottage, 43 Chapel Road, Tree Application – No objection – 19 August 2025 – Delegated Decision – noted at the meeting

25/00039/TPO – Insert cable brace to support structure of Pine, Monolith at 5m with coronet cuts to retain habitat of Ash infected with ash dieback, remove silver birch, reduce crown to Oak and to fell a birch tree at The Rectory, 11A Shernborne Road, TPO Decision Consent – 20 August 2025 – Delegated Decision – noted at the meeting

25/01188/LPD – Lawful Development Certificate – to site two new garden buildings within the rear garden. One building provides a garden room and the other forms a garden shed/storage area – 11 Heath Road – Would be Lawful – 22 August 2025 – Delegated Decision – noted at the meeting

6. **Update on Neighbourhood Plan** – Cllr B Thomas informed the meeting that the Inception Meeting took place via Zoom on Wednesday 3rd September. The next meeting is the project workshop on Monday 6th October between 10am and 4pm. Cllr N Barker reminded those who attended the Inception Meeting that they need to identify the top three issues for the Neighbourhood Plan, which will be used to draft the vision. A decision was made that the steering group will meet as a Parish Council Working Group and Cllr C Shepherd asked the BM to place the Neighbourhood Plan on the Full Council agenda for ratification. An invitation

will be given to ask if other councillors want to join the Working Group. A meeting will be arranged between the 22nd September and 6th October to appoint a Chairman and Vice Chairman and to invite interested parties to the project workshop.

7. **Correspondence** - none
8. **Open the meeting to allow Public Participation** - No public present
9. **Items for inclusion on the next agenda** – Neighbourhood Plan and Conservation Area
10. **Date of next meeting** - **Monday 13th October at 6pm in the Loft**

With no further business the meeting closed at 18:51pm

Action Points

Business Manager

- (a) To contact the Borough Council to ask for Park Hill to be considered as a Conservation Area
- (b) To place the Neighbourhood Plan on the Full Council agenda for ratification