

Diss Town Council

Minutes

Minutes of the meeting of the **Planning Sub-Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 29th January 2025** at **6.15pm**.

Present: Councillors: D. Craggs, A. Goulder (Vice-Chair), A. Kitchen, R. Peaty, E. Taylor (Chair).
In attendance: Sarah Villafuerte-Richards (Town Clerk/CEO)
2 members of the public

PL0125A/01 Apologies

Councillor's Name	Apologies Received	Absent Without Apology	Reason / Approval
A. Kitchen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
S. Olander	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
J. Welch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post meeting note – Councillor Welch reported that he had attempted to email his apologies prior to the meeting

PL0125A/02 Nomination of Substitute Representatives
Councillor Craggs substituted for Councillor Welch.

PL0125A/03 Declarations of Interest
There were none.

PL0125A/04 Minutes
Members received the minutes of the Planning Sub-Committee meeting on Wednesday 15th January 2025. It was

Resolved: To approve the minutes of the meeting of the Planning Sub-Committee held on Wednesday 15th January 2025 as a true record and were signed by the Chair.

PL0125A/05 Public Participation
There were two members of the public in attendance.

PL0125A/06 Items of Urgent Business
There were no items of urgent business raised.

PL0125A/07 Pre-Planning Application
Members received a pre-application presentation from Norfolk Homes Ltd regarding the Land East of Shelfanger Road and West of Heywood Road, Diss. The Cornerstone Planning Consultant. Norfolk Homes, a privately owned family-oriented company based in Sheringham, has been building houses purely in Norfolk for 37 years. The owner is still actively involved, they have a good reputation and pride themselves on return business.

Around 2,000 homes have been sold across completed sites and are currently working on five sites including Poringland (800 houses), Long Stratton, Trowse, Holt and Aylsham. The previous developer, Scott Properties, heard that Norfolk Homes might be interested so they are now working on the detailed plans following outline permission. They plan to be on-site in January 2026.

The primary changes to the original plans are that the link road has moved further south rather than through the middle and traffic calming measures (20mph speed limit) supported by Norfolk County Highways and a play area for 4-8-year-olds have been introduced.

There was discussion regarding the Public Right of Ways and green space around the site periphery including connectivity, ownership & future maintenance and it was noted that Highways will only include streetlighting on safety grounds. An arrangement like that of the Vincas Road development where the developer had some lighting installed and a payment for future replacement could be discussed.

Usually, a management company would take over maintenance issues post-site development and each plot purchaser will be tied into a maintenance contract.

A total of 177 units are proposed with 33% of these affordable housing, mostly located on the west of the site. It is not possible to distinguish the difference between houses as only the specification is adjusted. Each property will benefit from an EV charging point, solar panels (no batteries and generating enough to use and not store) and air source heat pumps to meet building regulations.

Adequate parking will be provided for residents over visitors as it's easier to enforce. There were concerns about clustering the social housing and it was noted that a detailed tree survey is underway.

The five attenuation basins at the east and west of the site are designed in line with sustainable drainage criteria that must be met. It was noted that the extension to the Cemetery will be fenced off and it is important that this land can be maximised for burials given the trees aligning the boundary.

They are planning a planning consultation next month so the feedback can inform their planning application submission, and it was noted that Diss Town Council has already agreed to hold a public meeting as soon as plans are submitted.

(Action: Clerk; as appropriate)

PL0125A/08 Date of Next Meeting

Members noted that Planning Committee meetings will precede scheduled committee dates, should applications require committee consideration.

Meeting closed:7.10pm.

Councillor E. Taylor
Chair