

Town Clerk (CEO)
Mrs S. Villafuerte-Richards (CiLCA)

Our Ref: PL 29.01.25
Date: 09/12/2024

Sub-Committee Membership:
A. Goulder (Vice-Chair), A. Kitchen, S. Olander (Ex-Officio), R. Peaty, E. Taylor (Chair)
J. Welch

For Information:
S. Browne, D. Collins, D. Craggs, S. Kiddie, K. Murphy, J. Robertson, L. Sinfield,
Town Clerk

Diss Express

Diss Town Council
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Diss, Norfolk, IP22 4JZ

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Email: towncouncil@diss.gov.uk

Notice Of Meeting

Dear Members of the Public and Press,

You are cordially invited to attend a meeting of the **Planning Sub-Committee** to be held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 29th January 2025** at **6.15pm** to consider the business detailed below.

Town Clerk / Chief Executive Officer

Agenda

- 1. Apologies**
To receive and consider apologies for absence.
- 2. Nomination of Substitute Representatives**
To note nominated substitute representatives attending in place of those who have sent their apologies.
- 3. Declarations of Interest and Requests for Dispensations¹**
To note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.
- 4. Minutes**
To confirm as a true record, the minutes of the Planning Sub-Committee held on Wednesday 15th January 2025 (copy herewith).
- 5. Public Participation**
To consider a resolution under Standing Orders 3d to 3h to suspend the meeting to hear comments from members of the public on items to be discussed on the agenda (*the period of designated time for public participation is 20 minutes, unless directed by the Chair of the meeting, and individual members of the public are entitled to speak for a maximum of five minutes each*).
- 6. Items of Urgent business**
To discuss any item(s) of business which the Chair or Town Clerk has previously been informed at least 24 hours before the meeting and decides should be considered as a matter of urgency (*Councillors are reminded that no resolutions can be made under this agenda item*).
- 7. Pre-Planning Application**
To receive a pre-application presentation from Norfolk Homes Ltd. regarding the Land East of Shelfanger Road and West of Heywood Road, Diss.
- 8. Date of Next Meeting**
To note that Planning Sub-Committee meetings will precede scheduled Committee dates, should applications require Sub-Committee consideration.

Diss Town Council

Minutes

Draft

Minutes of the meeting of the **Planning Sub-Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 15th January 2025** at **6.30pm**.

Present: Councillors: A. Goulder (Vice-Chair), A. Kitchen, R. Peaty, E. Taylor (Chair).

In attendance: Sarah Villafuerte-Richards (Town Clerk/CEO)
Councillors Craggs & Sinfield
District Councillor Murphy

PL0125/01 Apologies

Councillor's Name	Apologies Received	Absent Without Apology	Reason / Approval
S. Olander	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
J. Welch	<input type="checkbox"/>	<input type="checkbox"/>	Ill health

PL0125/02 Nomination of Substitute Representatives

Councillors Craggs and Sinfield substituted for councillors Olander and Welch.

PL0125/03 Declarations of Interest

There were none.

PL0125/04 Minutes

Members received the minutes of the Planning Sub-Committee meeting on Wednesday 20th November 2025. It was

Resolved: To approve the minutes of the meeting of the Planning Sub-Committee held on Wednesday 20th November 2025 as a true record and were signed by the Chair.

PL0125/05 Public Participation

There was one member of the public in attendance. District Councillor Murphy provided an update on the National Planning Policy Framework. As soon as the 5-year land supply runs out, there will no longer be any protection from housing development through the recently adopted Diss & District Neighbourhood Plan (DDNP). Applications with housing will be favoured unless significant environmental or highway concerns trump it. It was noted that the Chair of the DDNP has drafted a letter to South Norfolk District Council regarding concerns.

PL0125/06 Items of Urgent Business

There were no items of urgent business raised.

PL0125/07 New Planning Applications and Development Control Matters

The outlines for this scheme were discussed at a planning committee meeting on 12th June 2024 at which there was support from the Council subject to seeing the full application. The only difference from these early discussions was the addition of flats on the 2nd floor. It mentions in the design and development statement that there are other buildings/premises in the area which are 3 floors high so this application would be in keeping with them.

The outside of the premises is currently rather sad and run down with the yard area at the rear of the building concreted over and neglected. The proposed changes will hopefully make the retail area more attractive and viable to potential customers and the proposed garden area at the rear of the ground floor flat will give a visual uplift leading down towards the Mere. The two first and two second-floor flats will also improve the look of the building on the north side with the addition of windows on what is a stark unappealing wall. Balconies to the rear of the flats will further enhance the look of the building.

The owner would be happy to make two large units also but doesn't see the viability of larger units. The yard area will be remodelled at the rear into a green garden. Drainage will require attention.

Application No.	Type	Address	Proposal	Response
2024/3846	Full Planning Permission	Former Poundland, 55 & 56 Mere Street, Diss, Norfolk, IP22 4AG	Reduce size of shop & storage area with small extension at ground floor & conversion of rear of premises, first & second floor to residential flats	Recommend Approval That we delegate to officer with a recommendation that the application be approved.

PL0125/08 South Norfolk Council Planning Decisions

Members noted the planning decisions made by the Planning Authority since the last meeting. There was a query regarding the Two Brewers applications given one is withdrawn. It was noted that there has to be a separate Listed Building Consent and that the fact that one of the two is withdrawn happens frequently. It could be an applicant's decision to do so or on advice from a Planning Officer.

Complaints have been received regarding the illuminated sign by the railway bridge, and it has been reported to Planning Enforcement.

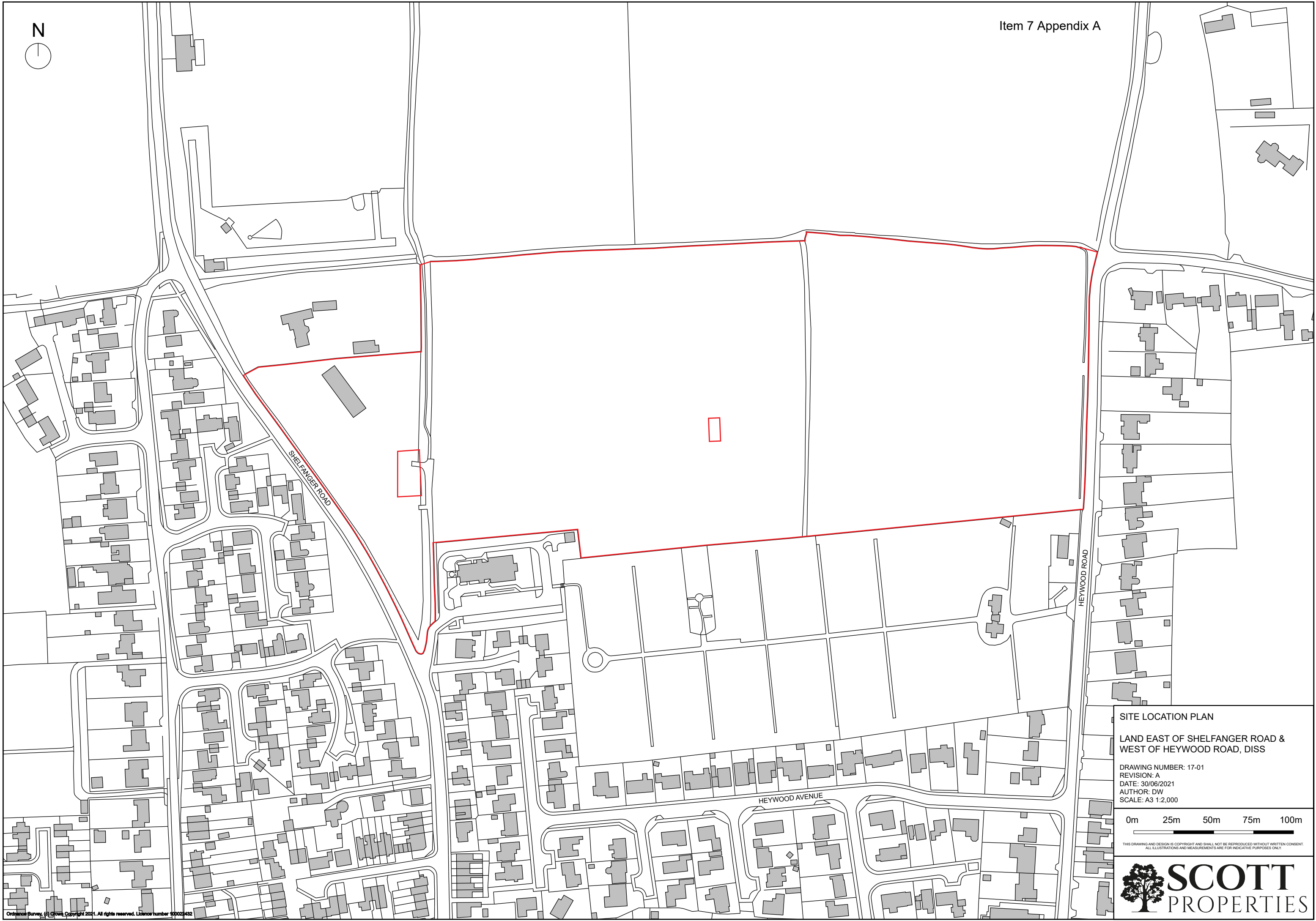
It was noted that there has been some activity on the Nelson Road site including a drainage system as the application approaches the end of its three-year period. The land is now up for sale and it is thought that the carer recruitment challenge is the cause. District Cllr Murphy will investigate but it is usual practice to sell on land with planning consent.

PL0125/09 Date of Next Meeting

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

Meeting closed: 7.05pm.

Councillor E. Taylor
Chair



SITE LOCATION PLAN

LAND EAST OF SHELFANGER ROAD & WEST OF HEYWOOD ROAD, DISS

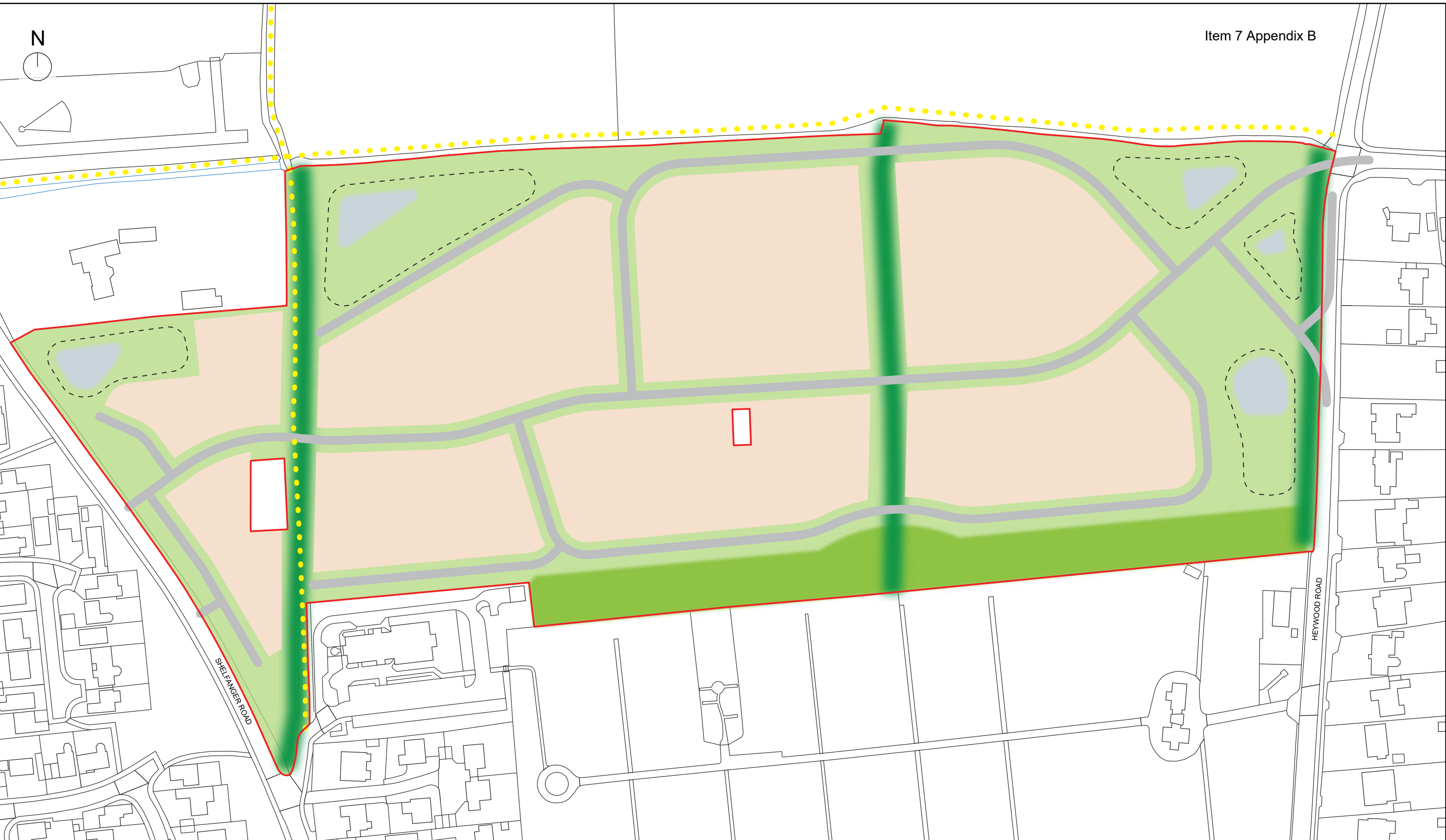
DRAWING NUMBER: 17-01
REVISION: A
DATE: 30/06/2021
AUTHOR: DW
SCALE: A3 1:2,000









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KEY	
	SITE BOUNDARY
	ROAD
	RESIDENTIAL DEVELOPMENT
	CEMETERY EXTENSION
	WILDLIFE CORRIDOR
	PUBLIC RIGHT OF WAY
	LANDSCAPING & OPEN SPACE
	ATTENUATION

LAND USE PLAN
 LAND EAST OF SHELFANGER ROAD &
 WEST OF HEYWOOD ROAD, DISS
 DATE : 03.08.2023
 SCALE: A2 1:1,000
 DRAWN : DW
 DRAWING NO: 17-14
 REV : A



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Rev	Date	Amendment	Initials		
F	28.10.21	Plots 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000			

Project:
LAND EAST OF SHELFANGER ROAD
DISS

Client:
M SCOTT PROPERTIES LTD

Drawing:
ILLUSTRATIVE SITE LAYOUT

Drawing no:
21.1558-SK08

Scale: 1:500 Date: JULY 2021 Drawn: CBL/S Checked: F

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