



TOWN CLERK
Miss S Richards

DISS TOWN COUNCIL
Council Offices, 11-12 Market Hill,
Diss, Norfolk, IP22 4JZ.
Telephone/Fax: (01379) 643848
Email: townCouncil@diss.gov.uk

Please ask for: Miss Sarah Richards
Our ref: PL 05.06.19
Date: 06 June 2019

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 5th June 2019** at **7pm** to consider the business detailed below.

Town Clerk

A G E N D A

- 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 ¹ and Requests for Dispensations**
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 meeting of the Planning Sub-Committee held on 15th May 2019. (copy details 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. (*Members of the public are entitled to speak for a maximum of three minutes*).
- 6. Items of URGENT business**
To discuss any item(s) of business which the Chairman 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. New Planning Applications and Development Control Matters**
To receive and comment on planning applications and other development control matters.

NOTES

1 - Council has a statutory legal duty under the Localism Act 2011 s2 and has adopted a code dealing with the conduct that is expected of members in order to promote high standards of conduct as required by the Act. Members' disclosable pecuniary interests are kept on a register available to view on the Councils website. Allegations about the conduct of a councillor may be made to the district council's monitoring officer. Diss Town Council has also adopted a dispensation policy.

The reports and enclosures referred to in this agenda are supplied to councillors only. They are available (unless marked confidential) for public inspection at the Council Offices during normal opening hours.

Please note that the Council Chamber is currently on the first floor of the Diss Youth & Community Centre. Anyone wishing to attend the meeting who will require access to this room by using the stair lift, should contact the Deputy / Town Clerk prior to the start of the meeting.

App. No.	Type	Applicant	Address	Proposal	Response
2019/1080	County		Mini Roundabout adj to Vinces Road, Diss	Proposed Highway Improvement Works to increase size of existing mini roundabout and introduction of additional approach lane from Vinces Road	

8. Date of Next Meeting

To note that Planning meetings will precede scheduled committee dates at 6pm should applications require committee consideration.

COMMITTEE MEMBERSHIP:

Councillors:

J. Mason
 S. Olander (ex-officio)
 J. Robertson
 E. Taylor (Chair)

FOR INFORMATION:

Town Clerk

Councillors:

S. Browne (ex-officio)
 N. Howard
 A. Kitchen

Deputy Town Clerk

J. Mason

Diss Express

Diss Mercury

DISS TOWN COUNCIL MINUTES

Minutes of the meeting of the Planning Sub-Committee held in the Council Chamber in Diss Corn Hall on Wednesday 15th May 2019 at 6.45pm.

Present: Councillors S. Browne
J. Mason
S. Olander
J. Robertson
E. Taylor (Chair)

In attendance:
Miss Sonya French (Deputy Town Clerk)
3 Members of the Public
County/District Councillor Kiddie

PL0519/01 **APOLOGIES**

There were none.

PL0519/02 **NOMINATION OF SUBSTITUTE REPRESENTATIVES**

There were none.

PL0519/03 **DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

There were none?

PL0519/04 **MINUTES OF THE LAST MEETING**

It was

RESOLVED: that the minutes of the meeting of the Planning Sub-Committee held on Wednesday 17th April 2019 were a true record and were duly signed by the Chairman.

PL0519/05 **PUBLIC PARTICIPATION**

Members considered a resolution under Standing Orders 3 d., e., f., g. & h. to suspend the meeting to receive comments from members of the public on items to be discussed on the agenda.

PL0519/06 **ITEMS OF URGENT BUSINESS**

There were none.

PL0519/07 **NEW PLANNING APPLICATIONS AND DEVELOPMENT CONTROL MATTERS**

Members received and commented on planning applications and other development control matters.

App. No./ Type	Applicant/ Address	Proposal	Recommendation
2019/0937	J & E Taylor, 5 Shelfanger Road, Diss, IP22 4EH	Change of Use of Building A from workshop to 3 dwellings, including hard and soft landscaping, demolition of 'leanto' to Building B and alterations to South & North elevations of Building A for windows.	RECOMMEND APPROVAL This application appears to be acceptable and is suitable for decision by Officers under delegated powers.

It was noted that the site is not suitable for offices or businesses, there is very limited parking and it is not an attractive part of the town for shops. The lean-to will be removed and will be made into small gardens and car parking spaces for the properties.

This property is in a bad state of repair and the change of use to residential will improve the overall look of the area. This development of one-bedroom properties will help to alleviate the lack of this type of property within Diss. The property is currently vacant as the previous business has closed and no further business interest has been expressed in the property.

Concerns were expressed whether the site would potentially be over developed with three properties. It was agreed that the properties must be completed in keeping with the area, which is within a conservation area.

PL0519/08 **ITEMS FOR NOTING**

Members noted an Appeal against Refusal on planning application 2018/0974, made to the Secretary of State against South Norfolk Council regarding the Part demolition of existing boundary wall at Grove House, Mount Street, Diss.

PL0519/09 **DATE OF NEXT MEETING**

Members noted that Planning meetings will precede scheduled meeting dates at 6pm, unless otherwise stated, should applications require committee consideration.

Meeting closed at 7:05pm.

Councillor E. Taylor
COMMITTEE CHAIRMAN