



TOWN CLERK
Miss S Richards

DISS TOWN COUNCIL
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Please ask for: Miss Sarah Richards
Our ref: PL 06.02.19
Date: 30 January 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 6th February 2019** at **6.30pm** 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 16th January 2019.
- 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
2019/0163	Full	Mr Joseph Read	22 Tradewinds, Hopper Way, Diss Business Park	Install new glazing panels, doors and balconies	

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: M. Crawford
M. Gibson
S. Olander
J. Robertson
E. Taylor (Chair)
F. Wenman

FOR INFORMATION:

Town Clerk

Councillors:

S. Browne
N. Howard
A. Kitchen

District Cllr Palmer

Diss Express

Deputy Town Clerk

C. Liggett
J. Mason (ex-officio)
T. Wenman (ex-officio)

Diss Mercury