

Meeting Summons

# GRIMSTON PARISH COUNCIL

Established in 1894

Chairman: Mr Keith Israel  
Vice Chairman: Mr Michael de Whalley

10 Robin Hill,  
Heacham,  
Norfolk  
PE31 7SS

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4 July 2018

Dear Planning Committee Member,

A Grimston Parish Council **Planning Committee Meeting** will be held in the Village Hall on **Monday 9 July 2018**, commencing promptly at 7.00 p.m. The meeting agenda is set out below. If you are unable to attend the meeting, please advise a reserve member and submit apologies to the Clerk.

## **AGENDA:**

### **1. Apologies**

### **2. To receive Declarations of Interest**

### **3. To accept the Minutes of the previous meeting on 4 June 2018**

### **4. To consider Planning Applications as listed:**

**18/01179/F:** Hillington House 24 Chequers Road Pott Row Proposed extension to existing detached garage including new pitched roof to form loft room

### **5. Relevant Planning Matters**

Yours sincerely



Philippa Sewell (Mrs)  
Clerk to The Parish Council

**GRIMSTON PARISH COUNCIL  
PLANNING COMMITTEE MEETING  
THE VILLAGE HALL ON MONDAY 4 JUNE 2018 AT 7.00PM**

**Present:** Cllr de Whalley (Chairman), Cllrs Rudd, Coleman, Israel, Willis and Johnson  
**In Attendance:** Mrs P Sewell (Clerk) and 7 members of the public

**1. APPOINTMENT OF COMMITTEE CHAIRMAN**

- **Cllr Rudd proposed: Committee to appoint Cllr de Whalley as Chairman- *Resolved***

**2. APPOINTMENT OF COMMITTEE VICE-CHAIRMAN**

- **Cllr Willis proposed: Committee to appoint Cllr Rudd and Cllr Coleman as joint Vice-Chairmen - *Resolved***

**3. APOLOGIES**

None

**4. TO RECEIVE DECLARATIONS OF INTEREST**

*Cllr Rudd declared a personal interest in application 18/00845/F Greengates, 65 Leziate Drove, Pott Row as he had been asked for advice about the extension, he took no part in the discussion or vote.*

**5. TO ACCEPT THE MINUTES OF THE PREVIOUS MEETING ON 1 MAY 2018**

- **Cllr Rudd proposed: Committee to accept the minutes of the previous meeting as a true record – *Resolved***

**6. TO REVIEW COMMITTEE TERMS OF REFERENCE**

The Committee reviewed the Terms of Reference. Clerk to make amendments to reflect that plans are now circulated by email and not in paper format.

**7. TO CONSIDER PLANNING APPLICATIONS AS LISTED:**

**18/00845/F:** Extension to bungalow forming double garage and bedroom at Greengates, 65 Leziate Drove, Pott Row.

- **Cllr Johnson proposed: Council to support application 18/00845/F as appropriate residential development - *Resolved***

**18/00557/F:** Change of use of the land for the stationing of 9 holiday lodges (caravans) and associated works at Anglia Fallen Stock Company Cliffe En Howe Road Pott Row.

Mr Bacon (Applicant) was invited to address the Committee - Mr Bacon provided some history to the issues with the current business and stated that as it had proved difficult to develop the site and thus the business in connection with its current use, the intention was to diversify into a small site with 9 holiday lodges.

The Chairman invited any further comment from members of the public attending the meeting. Two residents of Cliff en Howe Road said that they had no objection to the proposals. The Chairman reported that at the time of the meeting no objections had been raised online.

The Committee observed that the number of employees likely to be employed in the new business would be less than stated in the application. Mr Bacon agreed. The Committee thought that the surface of the access spur would need to be improved, and Cllrs also asked about Asbestos on the site and Flooding issues.

- **Cllr Israel proposed: Committee to support application 18/00557/F as appropriate diversification of an existing brownfield site within the countryside – *Resolved***

**8. RELEVANT PLANNING MATTERS**

None

**Chairman .....**

**Date.....**

# Grimston Parish Council (Revised)

## Planning Committee Terms of Reference

- 1) The Planning Committee will consist of SIX Councillors, to include automatically the Chairman & Vice-Chairman, with 4 others elected at the AGM each year. A Reserve of two Councillors will also be elected at the AGM each year in case any Committee members are unable to attend a Committee meeting, to ensure a quorum of at least 3 members for any meeting is maintained.
- 2) The Planning Committee is delegated the executive powers to make decisions on behalf of the Parish Council on all Applications & Appeals (further defined below).
- 3) A Committee Chairman and Vice-Chairman should be elected at the first Committee meeting each year. Members should always bear in mind any Parish Council policies/guidelines when making decisions, also the Local Plan & National guidelines. Councillors must also be aware of their responsibilities under the Code of Conduct, to declare any interest and decline from commenting, as soon as they become aware of the application.
- 4) A majority of the Committee can decide to refer any major or controversial Applications & Appeals to the Full Council, for consideration and a decision. If it is decided to put the Application to Full Council, the Committee will, time permitting, look at the detail and make a recommendation to Full Council. Other members of the Council will be informed that they should view the Application on the Borough's website.
- 5) Applications will be notified to all Councillors (not for comment) by email, so they are familiar with the application before a Committee meeting. Copies of the planning application will be available at the meeting
- 6) If a Planning Committee member needs to give their apologies, they should first approach the Reserve members to take their place prior to informing the Clerk.
- 7) Applicants/Appellants and or Parishioners will be permitted to address the Committee on matters concerning items on the Committee agenda prior to a decision being taken by the Committee.
- 8) Committee meetings will be held at 7 p.m. in the Village Hall as required, including at 7 p.m. on a Parish Council meeting night if the timing of the Application allows.

*Terms of Reference to be read in conjunction with Grimston Parish Council's Standing Orders*  
Submission to Full Council on 9 July 2018 Meeting.

Our ref: 18/01179/F  
Planning Officer: Mrs Jade Calton  
Council Information Centre: 01553 616200 Option 3  
E-mail: borough.planning@west-norfolk.gov.uk

**Geoff Hall**  
Executive Director

## PARISH CONSULTATION

## Environment and Planning

Philippa Sewell  
Clerk To Grimston Parish Council  
10 Robin Hill  
Heacham  
PE31 7SS

Ref. No: 18/01179/F  
Validated: 2 July 2018  
Parish: Grimston  
Date: 3rd July 2018

### THE TOWN AND COUNTRY PLANNING ACT 1990 (as amended)

Details: **Proposed extension to existing detached garage including new pitched roof to form loft room at Hillington House 24 Chequers Road Pott Row King's Lynn Norfolk**

I have recently received details in respect of the above planning application. If you would like to make comments on this application, please do so no later than 24 July 2018.

You can make your comments by email to: **planning.econsultation@west-norfolk.gov.uk**.

The Case Officer dealing with this is Mrs Jade Calton who can be contacted on 01553 616772 should you have any questions.

#### Application Details in Public Access

<http://online.west-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PB0323IVK6V00>

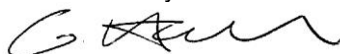
*[just copy and paste the above link into your web browser]*

Please allow 2 working days from the date of this letter to ensure the documents have been scanned.

I look forward to receiving any comments that you may have via email.

**PLEASE NOTE:** From 3 February 2014 we will no longer send a copy of the decision to the Parish Council, although you will be able to view it on the Council's website and print a copy should you wish to. Additionally from 7 February 2014 a weekly list of decisions issued will be sent by e-mail to those Parishes who have an e-mail address. If we don't have an e-mail address for your Parish and you wish to receive this information, please contact Planning Admin.

Yours faithfully



Executive Director  
Environment and Planning