

**MINUTES OF THE MEETING OF THE  
PLANNING, TRANSPORTATION AND ENVIRONMENT COMMITTEE  
HELD ON THURSDAY 10<sup>TH</sup> SEPTEMBER, 2015 AT 7.00 PM  
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

**Present:-**

Chairman – Cllr. T. Adams, Cllr. J. Frosdick, Cllr. Y. Nolan,  
Cllr. C. Plewman and Cllr. B. Stibbons.

District Councillor Sue Arnold.  
District Councillor H. Cox.  
District Councillor John Rest.  
Mark Ashwell – Planning – North Norfolk District Council.

Julie Chance MILCM – Town Clerk.

One member of the public also attended the meeting.

**1. MINUTES OF THE MEETING HELD ON 13<sup>TH</sup> AUGUST 2015**

The Minutes of the meeting held on 13<sup>th</sup> August 2015, having been **AGREED** by Full Council on 7<sup>th</sup> September 2015, were signed by the Chairman.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

None received.

**3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. T. Bartlett – Family matters.  
Cllr. J. Bond – Holiday.  
Cllr. J. Hamilton-Emery – Work commitments.  
Cllr. P. Harris – Work commitments.  
Cllr. R. Leeds – RNLI commitments.

It was **AGREED** to suspend the meeting for public participation.

**4. PUBLIC PARTICIPATION**

None received.

The meeting was reconvened.

**5. PRE-SUBMISSION PLANNING DOCUMENTS**

None received.

6. **PLANNING APPLICATIONS** - Appendix A attached.

7. **PLANNING DECISIONS** - Appendix B attached.

8. **PLANNING APPEALS**

8.1 **Crematorium:-** The Clerk reported that there has been an appeal made to the High Court. The Clerk is in regular contact with Westerleigh and will keep the Members informed.

8.2 **Woodland Burial:-** Nothing to report.

9. **OTHER PLANNING MATTERS**

9.1 **Development Committee:-** The Clerk circulated an email from North Norfolk District Council informing the Town Council that Planning Application No. PF/15/0594 – Conversion of barn to residential dwelling, Hall Farm, Hall Road has been referred to the Development Committee. There will be a site visit on 17<sup>th</sup> September.

9.2 **Neighbourhood Plan:-** The Clerk is liaising with the body who delivered the planning training to ascertain the correct legal position before she writes to North Norfolk District Council. The Clerk has requested Holt Town Council to attend a meeting to inform the Members of the process for a Neighbourhood Plan. The Clerk will update the Members at the next meeting.

9.3 **Compulsory Purchase of Land:-** The Clerk is liaising with the body who delivered the planning training to ascertain the correct legal position before she writes to North Norfolk District Council.

9.4 **S106 Development Money:-** The Clerk is liaising with the body who delivered the planning training to ascertain the correct legal position before she writes to North Norfolk District Council.

9.5 **NNDP Planning Enforcement Plan:-** The Clerk has written to North Norfolk District Council requesting a copy of their Planning Enforcement Plan. This matter will be placed on the next agenda for an update.

9.6 **Local Plan:-** The Clerk circulated information received from North Norfolk District Council. Mark Ashwell reported that North Norfolk District Council are preparing a new Local Plan which is going to be one single document. There will be a review of all the policies and allocations of land over the next three years. Mark Ashwell invited the Town Council to inform him what their priorities are to be included in the new Local Plan. It was **AGREED** that Cllr. Adams and the Clerk will meet to formulate a list of priorities and the Clerk will ask Mark Ashwell whether there is a format for this information. It was **AGREED** that the Town Council will inform the residents that the Local Plan is being discussed by placing this information in the Cromer Times column. Mark Ashwell has suggested that Cromer Town Council delay discussions concerning preparing a Neighbourhood Plan for Cromer and work the North Norfolk District Council on the Local Plan. It is hoped that the new Local Plan will deliver the needs of Cromer without the necessity of preparing a Neighbourhood Plan.

**10. LICENSES**

**10.1** None received.

**11. TRAFFIC ORDERS**

**11.1** The Clerk circulated information concerning road closures. Noted. The Deputy Clerk has prepared a press release to deal with the proposed road closures and the disruption that may be caused as a result in a positive way.

**12. BYELAWS**

**12.1** The Chairman welcomed District Councillor Sue Arnold and District Councillor John Rest to the meeting. Following lengthy discussion it was **AGREED** that the Clerk would arrange a meeting with Cllr. Bond, Cllr. Hamilton-Emery, District Councillor Sue Arnold and District Councillor John Rest to discuss the way forward with the byelaws for the promenade.

**13. PARKING**

**13.1** The Chairman updated all present on the current situation with the questionnaires from the Traders and Cromer Town Council. It was **AGREED** that once the questionnaires have been analysed a meeting will be arranged with North Norfolk District Council to discuss the way forward on parking. It is hoped that any parking issues can be addressed in the new Local Plan. It is hoped that the parking issues and the byelaws can be discussed at the same meeting with District Councillor Sue Arnold and District Councillor John Rest.

**14. HIGHWAY MATTERS**

**14.1 Bus Station:-** The Clerk confirmed that Norfolk County Council have agreed to put the steels in for the new bus shelter whilst the second phase of the bus station work is in progress. The Clerk will request an update from Cllr. Bond on his return from holiday.

**14.2 Access – The Gangway:-** The Clerk read an email received from Norfolk County Council stating that the work on the access across The Gangway will cost £2,200. The Clerk will prepare a partnership funding bid for this project but the work will be carried out shortly.

**14.3 Runton Road:-** This matter will be placed on the next agenda for an update from Cllr. Bartlett.

**14.4 Surrey Street:-** The Clerk reported that there had been airlocks on two of the chemical pumps which have now been resolved. The odour has ceased.

**14.5 Grass Cutting – Verges:-** The Chairman confirmed that the working group have a meeting on 21<sup>st</sup> September and this matter will be placed on the next agenda for further discussion.

**Play Areas:-** The Clerk reported that she has written to North Norfolk District Council requesting a meeting to discuss this matter but to date has not received a reply. The Clerk will chase accordingly.

- 14.6 Parish Partnership Scheme:-** This matter will be placed on the next agenda for an update on the possible dropped kerbs scheme from Cllr. Bond.
- 14.7 Crossing – Cromer Academy:-** The Clerk read an email received from Norfolk County Council stating that there is already a crossing but this will be upgraded with some S278 funding. It will be a staggered crossing point with pedestrian barriers to the refuge and tactile slabs. It was **AGREED** that the Clerk would request more details from Norfolk County Council.
- 14.8 Loading Bay – Garden Street:-** The Clerk read an email received from Norfolk County Council stating that the loading bay will be replaced with 30 minute short stay parking provision when the proposed additional lines in Colne Road are carried out. It is likely to be a nine month period before the work is carried out.
- 14.9 West Street – H Bar:-** It was **AGREED** that the Clerk would liaise with Norfolk County Council on this matter. One of the H Bars in West Street is in the wrong position for the vehicles coming out of one of the parking areas.
- 14.10 Faded Road Markings:-** The Clerk read an email received from Norfolk County Council confirming that the faded road markings on the junction of Church Street/Mount Street and the junction of Overstrand Road/Church Street will be refreshed shortly. The email also confirmed that the double yellow lines on the Norwich Road are short and will be extended to meet with the bus stop pull in.

## **15. FOOTPATHS & PUBLIC RIGHTS OF WAY**

- 15.1 Central Road/Bernard Road:-** The Clerk read an email received from Norfolk County Council stating that they are unable to resurface due to the concerns about run off into adjacent gardens. It was **AGREED** that the Clerk would ask Norfolk County Council whether it would be possible to put down gravel instead of a hard surface.
- 15.2 Norwich Road/Roughton Road:-** The garden waste problem has been reported to North Norfolk District Council who have cleared the area once. It was **AGREED** that the Clerk would ask North Norfolk District Council if there is any way that the property who is dumping the garden waste can be identified and spoken to. If this is not possible the problem will be ongoing.

## **16. TRANSPORTATION MATTERS**

- 16.1 Coach Companies – Bus Stop – Church Street:-** The Clerk reported that Cllr. Smith has concerns about the coach companies using the bus stop in Church Street and stopping the buses using the stop. It was **AGREED** that the Clerk will inform Cllr. Smith that the coaches are legally able to stop at the bus pull in and no complaints from the bus companies have been received. It was **AGREED** that no further action would be taken in this matter.

**16.2 Cromer Station – Ticket Machine:-** The Clerk read an email received from Cllr. Harries expressing concern about the ticket machine not working properly, the fact that it cannot take cash or an order for two tickets at the same time. He also has concerns that the guards are not checking tickets and many passengers are travelling free of charge. It was **AGREED** that this was not acceptable as it may lead to the loss of the service due to incorrect numbers of passengers using the service being recorded. It was **AGREED** that the Clerk would write to Abellio Greater Anglia and inform them of our concerns.

**17. CORRESPONDENCE AND CIRCULARS**

**17.1 Community Dog Wardens:-** The Chairman reported that leaflets have been circulated by North Norfolk District Council. Although there are volunteers who are willing to clear up the dog faeces, there has not been a volunteer come forward who is willing to be trained to take on the powers of a dog warden.

**18. DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 8<sup>th</sup> October, 2015.

**There being no other business the Chairman closed the meeting at 9.00 pm.**

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**Chairman**

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**Date**

CTC NO	Planning Application reference	Detail of application	Location
1	PF/15/1193 Mr & Mrs McRae	Demolition of summerhouse and erection of single storey side extension  <i>No objections</i>	8 Overstrand Road
2	LA/15/1212 Mrs A Carson	External alterations to facilitate insertion of French door  <i>No objections</i>	Peele House Tucker Street
3	PF/15/1186 QD Market Towns	Variation of condition 1 of 99/0949 to allow A1 retail use for a wider range of goods  <i>CTC have concerns re deliveries &amp; would ask whether NNDC could consider carrying out an impact assessment concerning the products to be sold and the effect on the town and current traders</i>	Cromer Furniture Ltd Cadogan Road
4	PF/15/1272 Phoenix Music Intl	Erection of cart shed  <i>No objections</i>	Upton House 2 St Margaret's Rd
5	PF/15/1277 Mr & Mrs Bond	Erection of extension to dwelling to form annexe  <i>No objections</i>	The Garden House The Warren

## **Appendix B**

### **(a) Permission/consent for development**

PF/15/0691 Erection of single storey extension to south elevation at Faldonside Lodge, 25 Cliff Avenue

PF/15/0776 Erection of single storey flat roof extension and raise existing garage roof to mono pitch at 2 Mill Road

AI/15/0819 Display of illuminated and non-illuminated signage at White Horse Inn, 24 West Street

LA/15/0820 Fixing of signage to exterior of building at White Horse Inn, 24 West Street

NMA1/11/0612 Non material amendment request to permit omission of mezzanine floor, modify eaves height and revised window arrangement to two storey dwelling at land off Cambridge Street

PF/15/0683 Demolition of rear conservatory and erection of two storey rear extension and detached garage/studio to front at 56 Norwich Road

PF/15/0836 Erection of single storey side extension following demolition of existing garage and erection of detached garage at 2 Cliff Avenue

PF/15/0956 Change of use of former car showroom (Sui generis) to storage/distribution (B8)

### **(b) Refusal of permission for development**

PF/15/0859 Single storey side extension (retrospective) at Suffield Park Spar, 24 Cliff Road

PF/15/0927 Erection of extensions to side and rear dwelling at Tanglewood, The Warren

### **(c) Application withdrawn**