

**MINUTES OF THE MEETING OF THE
PLANNING, TRANSPORTATION AND ENVIRONMENT COMMITTEE
HELD ON THURSDAY 31ST MARCH 2016 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

Present:-

Chairman – Cllr. T. Adams, Cllr. T. Bartlett, Cllr. J. Frostdick,
Cllr. J. Hamilton-Emery, Cllr. R. Leeds, Cllr. Y. Nolan,
Cllr. C. Plewman and Cllr. C. Robb.

Shaun Vincent – Abzag – Neighbourhood Plans.

Julie Chance MILCM – Town Clerk.

Four members of the public also attended the meeting.

1. MINUTES OF THE MEETING HELD ON 3RD MARCH 2016

The Minutes of the meeting held on 3rd March 2016, having been circulated, were taken as read, **AGREED** and signed by the Chairman. It was **AGREED** that the Clerk would write to the Local Government Ombudsman concerning the lack of planning notices being posted at application sites.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Declarations of interest were received from Cllr. T. Bartlett, Cllr. C. Plewman and Cllr. J. Hamilton Emery in relation to any Cromer Skate Park matters.

Declarations of interest were received from Cllr. T. Bartlett in respect of item 10.4 – trees at The Loke.

Declarations of interest were received from Cllr. J. Hamilton-Emery in respect of item 14.4 – drainage on St. Margaret's Road/Lane.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. B. Stibbons due to Holiday and from Cllr. P. Harris due to work commitments.

4. SHAUN VINCENT – NEIGHBOURHOOD PLANS

4.1 Presentation attached. This matter will be placed on the next agenda for further discussion.

5. PUBLIC PARTICIPATION

A member of the public said he has lived in Mill Road for 22 years and the traffic has increased substantially in that time. It is the major route into town for buses which are every 10/15 minutes and there is regular congestion.

At school opening times the parents struggle to find parking and regularly park across resident's driveways or very close, making visibility difficult. There is concern that once the doctor's surgery has moved to Cabbell Park and the school development has been completed, this will have an adverse impact and make the problem worse.

The Chairman encouraged the residents to call the Police to report vehicles causing an obstruction. It was also reported that Norfolk County Council's traffic management budget has been cut and only basic maintenance will be carried out. However, Norfolk County Council are aware of the safety issues on Mill Road and in the recent consultations for on street parking, Mill Road was featured regularly. Following the development of the doctor's surgery, Norfolk County Council have indicated that they will be reviewing the yellow lines from Overstrand Road to Mill Road.

A member of the public reported that vehicles turning at the junction off Norwich Road into Roughton Road were faced with a very narrow pinch point which means the vehicles go to the other side of the road meeting oncoming traffic. It was **AGREED** that the Chairman and Clerk would meet with the Highway Engineer to discuss whether some adjustments can be made to the junction.

It was noted that discussions need to take place concerning contractor's vehicles when the doctor's surgery development takes place. The vehicles need to be off the road if possible in order not to cause further congestion.

6. PRE-SUBMISSION PLANNING DOCUMENTS

None received.

7. PLANNING APPLICATIONS:- Appendix A attached.

7.1 PF/15/1272 – Upton House:- It was reported that this application is awaiting a decision. The Clerk wrote to District Councillor Cox expressing concern that this application was not called in to be heard by the Development Committee.

7.2 PF/15/1553 – Land at Old Zoo Site:- No update received.

8. PLANNING DECISIONS:- Appendix B attached.

9. PLANNING APPEALS

None received.

10. OTHER PLANNING MATTERS

- 10.1 Development Committee:-** Planning Application PF/15/1365 – Refurbishment of various elements of the Cromer West Promenade, including Art Deco Café, and Anglian Water pumping station and the adjacent Edwardian Chalets – West Promenade. This application was heard at the Development Committee held on Thursday 10th March and approved.
- 10.2 QD Store – Side Door and Parking:-** No update the Clerk will chase accordingly.
- 10.3 Trees – The Loke:-** Cllr. Bartlett reported that the two Cypress trees have been removed but the TPO Order will protect the Holm Oaks. There are a limited number of TPOs allowed in one area. Cllr. Plewman enquired whether the scotch pines at the edge of Cromer Hospital had a TPO. Cllr. Bartlett will send Cllr. Plewman the contact details for the officer dealing with TPOs at North Norfolk District Council and an update on this matter will be reported to next meeting.
- 10.4 Overgrown Trees – Hall Road:-** The Clerk reported that a site meeting is needed to ascertain which trees need attention. The Chairman, Cllr. Robb and the Clerk will meet with the Highway Engineer to discuss this matter.
- 10.5 Suffield Park Infant School:-** Further information circulated. Noted.
- 10.6 Community Asset Nominations:-** The Chairman reported that a meeting had been held with North Norfolk District Council to discuss this matter. Members were asked for their nomination of assets to be considered. Cllr. Frosdick and the Chairman will be investigating this and will give an update at the next meeting.
- 10.7 Litter Bins – Play Areas:-** It was reported that litter bins are constantly overflowing in the play areas belonging to North Norfolk District Council. It was **AGREED** that the Clerk would write to North Norfolk District Council and ask whether the collections of rubbish can be increased in these areas.

11. LICENSES

None received.

12. TRAFFIC ORDERS

- 12.1** The Chairman reported that the following Traffic Orders are imminent:-
Tucker Street – 19th to 21st April – water pipe works. The Clerk will enquire concerning access for Taxi Rank.
Holt Road – Justice Court – to 5th April – patching.
Cadogan Road – between 6th and 8th April – pavement repairs.
Overstrand Road – between 5th to 7th April – traffic lights for water repairs.
Jetty Street – closed for one month from April 25th – scaffolding.
Colne Road:- No update.

13. BYELAWS AND PARKING

- 13.1 Byelaws on Promenade:-** The Clerk read an email received from North Norfolk District Council stating that they have had issues highlighted by their insurance company. These matters are being discussed with Cllr. John Rest and the Corporate Leadership Team. Following those discussions North Norfolk District Council will update Cromer Town Council on the matter.
- 13.2 Parking:-** The Chairman reported that although the current proposals for parking meters has been shelved there is a risk that they may come back in the future. This matter needs to be closely monitored. The Norfolk Parking Partnership Joint Committee are looking to make savings of £100,000 on enforcement.

14. HIGHWAYS MATTERS

- 14.1 Alley behind Runton Road:-** The Clerk read an email received from the Walkers are Welcome Committee stating that they felt the options to register this alley as a Right of Way were either too long-winded or too complicated with no guarantee of success. The Walkers are Welcome Committee have kindly offered to keep the alleyway clean and tidy on a voluntary basis.
- 14.2 Cromer Academy and The Gangway:-** The Clerk reported that both the parish partnership schemes have been successful. The Clerk will action this matter accordingly.
- 14.3 Chapel Street Repair:-** The Clerk read an email from a resident stating that the materials used to repair Chapel Street did not match. It was **AGREED** that no further action would be taken on this matter.
- 14.4 St Margaret's Lane Drainage:-** There is no update on this matter. It was **AGREED** that this matter will be discussed with the Highway Engineer for an update.
- 14.5 Parking - Taxi Rank – Tucker Street:-** The Clerk reported that the Highway Engineer will liaise with enforcement to ask them if they can give this area some attention to stop cars parking in the taxi ranks and at the entrance of the Parish Church. It was **AGREED** that no further action would be taken in this matter.
- 14.6 Footway Repairs:-** This matter is dealt with under Temporary Traffic Orders above.
- 14.7 Flooding – Davey Hill:-** The Clerk reported that Norfolk County Council are investigating the drainage at Davey Hill. The Chairman and Clerk will discuss this matter with the Highway Engineer at their next meeting.
- 14.8 Damage to Footways – BT Inspection Covers:-** It was reported that some of these works have been completed and BT are aware of the remainder.
- 14.9 Bench – Cadogan Road:-** The Clerk reported that Norfolk County Council are installing a bench on Cadogan Road and have asked that Cromer Town Council take responsibility for future maintenance. It was **AGREED** that the Clerk would write and quote from our Bench and Tree Policy which only allows for benches to be placed in the cemetery.

14.10 Traffic – Mill Road:- This matter was dealt with under public participation.

It was **AGREED** to suspend Standing Orders.

14.11 Loading Bay – Garden Street:- The Clerk reported that nine letters have been received requesting the Town Council to stop the loading bay being removed. Cromer Town Council asked Norfolk County Council to rescind the original traffic order for the loading bay and have requested it to be removed. It was **AGREED** that the Clerk would write to the residents concerned and state that Cromer Town Council have not changed their position with the removal of the loading bay. The Clerk will inform them that they are able to unload on double yellow lines and are unable to park once unloaded in a loading bay.

14.12 West Street – Loading Bay:- It was reported that the loading bay in West Street does not have the correct legal order. The Chairman and Clerk will discuss this matter with the Highway Engineer at their next meeting.

15. FOOTPATHS AND PUBLIC RIGHTS OF WAY

15.1 Central Road and Bernard Road:- The Chairman and Clerk will ask for an update from the Highway Engineer at their next meeting.

15.2 Footpath Warden:- No update.

15.3 Norwich Road and Henry Blogg Road:- The Chairman and Clerk will ask the Highway Engineer for an update at their next meeting.

16. TRANSPORTATION MATTERS

None received.

17. PARKS AND OPEN SPACES

17.1 It was reported that the condition of the play equipment owned by North Norfolk District Council is in a very poor condition. It was **AGREED** that the Clerk would write to North Norfolk District Council and request a copy of their safety inspection reports under the Freedom of Information. The Chairman and Members will be inspecting the equipment and an update will be given at the next meeting.

17.2 Cabbell Park:- It was **AGREED** that the Clerk would write to North Norfolk District Council and ask for an update on the position of the new Sports Facility. This matter will be placed on the next Full Council agenda.

18. CORRESPONDENCE AND OTHER MATTERS

18.1 Electronic Consultation on Planning Applications:- The Clerk circulated correspondence from North Norfolk District Council and Norfolk County Council stating that they are making major improvements to their planning service and as part of the programme, all future planning applications will be scanned and sent electronically. It was **AGREED** that the Clerk would write

back to the North Norfolk District Council and agree to be involved with the pilot scheme.

18.2 Housing and Economic Land Availability Assessments:- The Clerk circulated the consultation from North Norfolk District Council. It was **AGREED** that the Chairman will answer this consultation questionnaire on behalf of Cromer Town Council. Cllr. Bartlett will forward the article concerning minimum living space required for inclusion in the replies.

18.3 Local Plan Workshops:- The Clerk reported that she is liaising with North Norfolk District Council to arrange a convenient date and time and will inform the Members once this has been agreed.

18.4 Letter – Overstrand Road:- Circulated. This matter is being dealt with by the Firework Committee. Noted.

19. DATE OF NEXT MEETING

The date of the next meeting was noted as Thursday 28th April 2016.

There being no other business the Chairman closed the meeting at 9.30 pm.

.....
Chairman

.....
Date

**CROMER TOWN COUNCIL
PLANNING APPLICATIONS - APPENDIX A**

CTC NO	Planning Application reference	Detail of application	Location
1	PF/16/0231 Mr Herrieven	Erection of detached garage and sunroom to rear of bungalow <i>No objections</i>	Wayside 9 The Warren
2	PF/16/0235 MR & Mrs Black	Variation of condition 2 of 15/0227 to allow roof extension and additional window in gable end <i>No objections</i>	Castleby 3 Howards Hill
3	PF/16/0190 Ms C Groom	Change of use of office (B1) to chiropractor (D1) <i>No objections</i>	H Bullen & Son Central Road
4	PF/16/0286 Mr G Woodley	Demolition of detached dwelling and erection of detached dwelling with accommodation in roof space <i>No objections</i>	16 Whitehouse Est
5	PF/16/0302 Miss Lloyd	Erection of extension to rear of dwelling <i>No objections</i>	4 Francis Close

Concern was raised that there were no site notices in place for the above applications

Appendix B

(a) Permission/consent for development

PF/15/1756 Installation of shop front at 28 High Street

AN/15/1757 Installation of non-illuminated fascia sign at 28 High Street

PF/15/1893 Erection of extension to side and rear of dwelling at 40 Howards Hill

PF/15/1365 Refurbishment of various elements of the Cromer West Promenade, including the Art Deco Café, the Anglian Water pumping station and the adjacent Edwardian Chalets at West Promenade

LA/16/0106 Installation of granite kerbs to create crossing point at The Gangway

PF/16/0192 Erection of single storey extension to rear of dwelling at Stoke Cottage, Cliff Road

PF/16/0086 Change of use from Architectural Practice (A2) to Chiropodists (D1) at 28 Loudon Road

(b) Refusal of permission for development

(c) Application withdrawn

LA/15/1366 Refurbishment of various elements of the Cromer West Promenade including the Art Deco Café, the Anglian Water pumping station and the adjacent Edwardian Chalets