

**TOWN CLERK**  
Miss S Richards, CILCA

**DISS TOWN COUNCIL**  
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Please ask for: Sarah Richards  
Our ref: PL 08.06.22  
Date: 31.05.2022

## NOTICE OF MEETING

Dear Members of the Public and Press,

You are cordially invited to attend a meeting of the **Planning Committee** to be held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 8<sup>th</sup> June 2022** at **6.45pm** to consider the business detailed below.

Town Clerk

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## AGENDA

1. **Election of Chairman**  
To elect a Chairman of the Planning committee for the Mayoral year 2022-23
2. **Apologies**  
To receive and consider apologies for absence.
3. **Election of Vice-Chairman**  
To elect a Vice-Chairman of the Planning committee for the Mayoral year 2022-23.
4. **Nomination of Substitute Representatives**  
To note nominated substitute representatives attending in place of those who have sent their apologies.
5. **Declarations of Interest 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.
6. **Minutes**  
To confirm as a true record, the minutes of the Planning Committee held on 13<sup>th</sup> April 2022 (copy herewith).
7. **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*).
8. **Items of URGENT business**  
To discuss any item(s) of business which the Chair or Town Clerk 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*).
9. **New Planning Applications and Development Control Matters**  
To receive and comment on planning applications and other development control matters (report herewith).

| <b>App. No</b> | <b>Type</b> | <b>Applicant</b>           | <b>Address</b>                       | <b>Proposal</b>   |
|----------------|-------------|----------------------------|--------------------------------------|---|
| 2022/0677      | Full        | Solo Housing (East Anglia) | Land At 32 To 34 Victoria Road, Diss | Removal of former garage and construction of 9 new affordable flats |

#### 10. South Norfolk Council Planning Decisions

To note the planning decisions made by the Planning Authority since the last meeting (copy herewith).

#### 11. Date of Next Meeting

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

| <b>COMMITTEE MEMBERSHIP:</b>   | <b>FOR INFORMATION:</b> |
|--------------------------------|-------------------------|
| <b>Councillors:</b>            | Town Clerk              |
| M. Gingell                     | Deputy Town Clerk       |
| K. Murphy (Vice-Chair)         |                         |
| S. Olander (ex-officio)        | <b>Councillors:</b>     |
| R. Peaty                       |                         |
| E. Taylor (Chair) (ex-officio) | S. Browne               |
| S. Warren                      | D. Collins              |
| J. Welch                       | S. Kiddie               |
|                                | A. Kitchen              |
|                                | J. Robertson            |
|                                | C. Valori               |
|                                | J. Wooddissee           |
|                                |                         |
|                                | Diss Express / Mercury  |

#### **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 Council's 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 on our website at <https://www.diss.gov.uk/planning>

**DISS TOWN COUNCIL**  
**MINUTES**  
**DRAFT**

Minutes of the meeting of the **Planning Sub-Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 13<sup>th</sup> April 2022** at **6.45pm**.

Present: Councillors: M. Gingell  
K. Murphy  
S. Olander (ex-officio)  
E. Taylor (ex-officio) (Chair)  
J. Welch

In attendance: Sarah Richards, Town Clerk  
District councillor Minshull

**PL0422/01** **APOLOGIES**

Apologies were received and accepted from councillor Peaty due to testing positive for Covid-19. Cllr Warren was not in attendance.

**PL0422/02** **NOMINATION OF SUBSTITUTE REPRESENTATIVES**

There were none.

**PL0422/03** **DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

| Minute No.             | Councillors Name | Personal/Other Interest | Pecuniary Interest | Reason  |
|------------------------|------------------|-------------------------|--------------------|---|
| PL0422/07<br>2022/0607 | S. Olander       | X                       |                    | This councillor has been lobbied by residents regarding this application. |
| PL0422/07<br>2022/0607 | E. Taylor        | X                       |                    | This councillor has been lobbied by residents regarding this application. |

**PL0422/04** **MINUTES OF THE LAST MEETING**

Members confirmed that the minutes of the Planning Committee meeting held on 23<sup>rd</sup> February 2022 were a true record and duly signed by the Chairman with one minor amendment to minute reference PL0222/04.

**PL0422/05** **PUBLIC PARTICIPATION**

District councillor Minshull was in attendance and observing.

**PL0422/06** **ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

**PL0422/07** **NEW PLANNING APPLICATIONS AND DEVELOPMENT CONTROL MATTERS**

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

| App. No   | Type    | Applicant     | Address                             | Proposal  | Response  |
|-----------|---------|---------------|-------------------------------------|---|---|
| 2021/1149 | Outline | Ms Joni Swain | Land to East of 4 Grigg Close, Diss | Outline planning application for a single storey dwelling with associated landscaping and parking | <b>RECOMMEND REFUSAL</b><br>That the application be refused due to excessive scale, and mass of the proposal in such a prominent location within the site as it is so close to the boundary and amenity space of No 4 Grigg Close. The application would result in a development that is overbearing, having an adverse impact on the character of the existing dwellings and the street scene.<br>The committee believes that the proposal is contrary to policies DM3.4, DM3.5, DM3.8 and DM3.13 of the South Norfolk Local Plan Development Management Policies Document 2015. |

|           |      |                     |                                    |  |   |
|-----------|------|---------------------|------------------------------------|--|---|
| 2022/0607 | Full | Mr Alexandru Chizil | 100 Willbye Avenue, Diss, IP22 4NP | Conversion of two caravan 'shepherd hut' units to a single holiday let | <p><b>RECOMMEND REFUSAL</b></p> <p>The proposal is out of place in a major built up area. It is a design that would possibly be acceptable in a more rural setting with better access and more amenity space (subject to the applicant demonstrating acceptable design). Below we have listed the main comments made by the applicant and shown Diss Town Councils individual responses in bold italicised print.</p> <p>The applicant has said that the Local Plan sets out specific policies to manage development within South Norfolk to ensure that it accords with both the overarching strategy set out in the JCS and the broader national framework of the NPPF. They have said that the following Local Plan DPD policies are relevant to the application.</p> <ul style="list-style-type: none"> <li>• DM 1.1 Ensuring development management and contributing to sustainable development. <b><i>What it is not addressed is the impact on neighbouring properties with the likely increase in noise and the social and environment dimensions in DM1.11</i></b></li> <li>• DM 2.1 Employment and business development. <b><i>A single one-bedroom self-catering holiday let is unlikely to offer any new economic and employment opportunities. The disadvantages it will bring to the wider community far outweighs any benefit.</i></b></li> <li>• DM 2.12 Tourist Accommodation. <b><i>The accommodation is poorly located for a holiday let and this application is not in an employment area.</i></b></li> <li>• DM 3.8 Design Principles. <b><i>DM 3.52 says good design is a key aspect of sustainable development to achieve social, economic and environmental objectives, and indivisible from good planning. In this case very little detail has been provided for the design, insulation and materials of the Shepherd huts.</i></b></li> </ul> <p><b><i>There are no details of the services on site and how the water run-off from the hut roofs will be dealt with. Overall, this application does not fit in well with the area it is located in and certainly does not conform to the South Norfolk Place Making Guide.</i></b></p> <ul style="list-style-type: none"> <li>• DM 3.11 Road Safety and the free flow of traffic. <b><i>The site is accessed down a single carriageway road and is in the middle of a busy housing estate where parking on both sides of the road is common and often there is also parking on the pavements.</i></b></li> <li>• DM 3.12 Provision of parking. <b><i>With the homeowners' own vehicles there is probably parking space for only one other vehicle.</i></b></li> <li>• DM 3.13 Amenity, noise and quality of life. <b><i>3.85 The potential impact of development</i></b></li> </ul> |
|-----------|------|---------------------|------------------------------------|--|---|

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  | <p><i>needs to be considered on a cumulative as well as individual basis, and indirect impacts such as traffic generation as well as more direct impacts also need to be considered. 3.87 Planning decisions should avoid development that would give rise to noise that would have significant adverse impacts on neighbours' health and quality of life.</i></p> |
|--|--|--|--|--|--|

**PL0222/08**

**SOUTH NORFOLK PLANNING DECISIONS**

Members noted the planning decisions made by the Planning Authority since the last meeting.

**PL0222/09**

**DATE OF NEXT MEETING**

Members noted that Planning committee meetings will precede scheduled committee dates should applications require committee consideration.

Meeting closed at 7.11pm.

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Councillor E. Taylor  
COMMITTEE CHAIRMAN

## Planning Pack 8<sup>th</sup> June 2022

### Application 2022/0677 Land At 32 To 34 Victoria Road Diss Norfolk Removal of former garage and construction of 9 new affordable flats

Solo housing help single people in East Anglia through supported accommodation and lodgings enabling them to develop skills to gain independence.

Solo already has 2 accommodation units on this site and seek to demolish a garage / workshop at the rear of the site to build a 2-storey apartment block containing a further 9 apartments.

I believe this application in its present form is poorly designed and would have an adverse effect on the neighbouring properties because of:

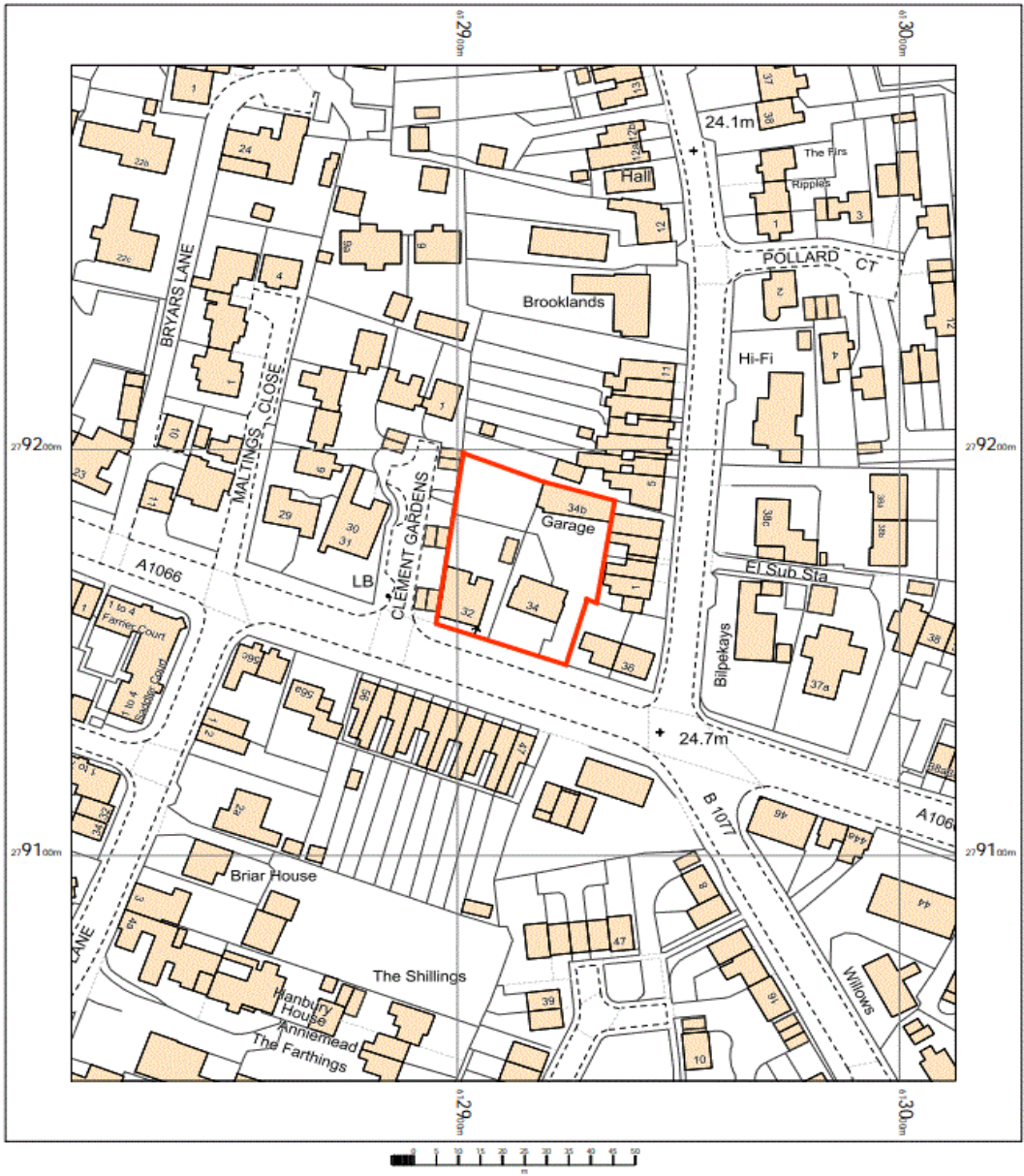
- Massing, too many apartments are being crammed onto the site
- The development leaves small gaps at either end of the building and a 2m gap between the fence and the rear of the property. From previous experience this will quickly fill up with discarded items which could be a problem for the adjoining properties. In addition, the small gap between the fence and the rear of the building will limit the light entering through the windows to the ground floor flats.
- The amenity shared space is very small for so many dwellings, approximately 13 apartments and also an administration area.
- The bin storage area is very small and is unlikely to be able to serve so many apartments adequately.
- The residents parking area of 4 vehicles is unlikely to be able to service the needs of so many apartments and necessary services.

#### *Recommendation*

*That Diss Town Council recommend refusal of this application to South Norfolk District Council.*

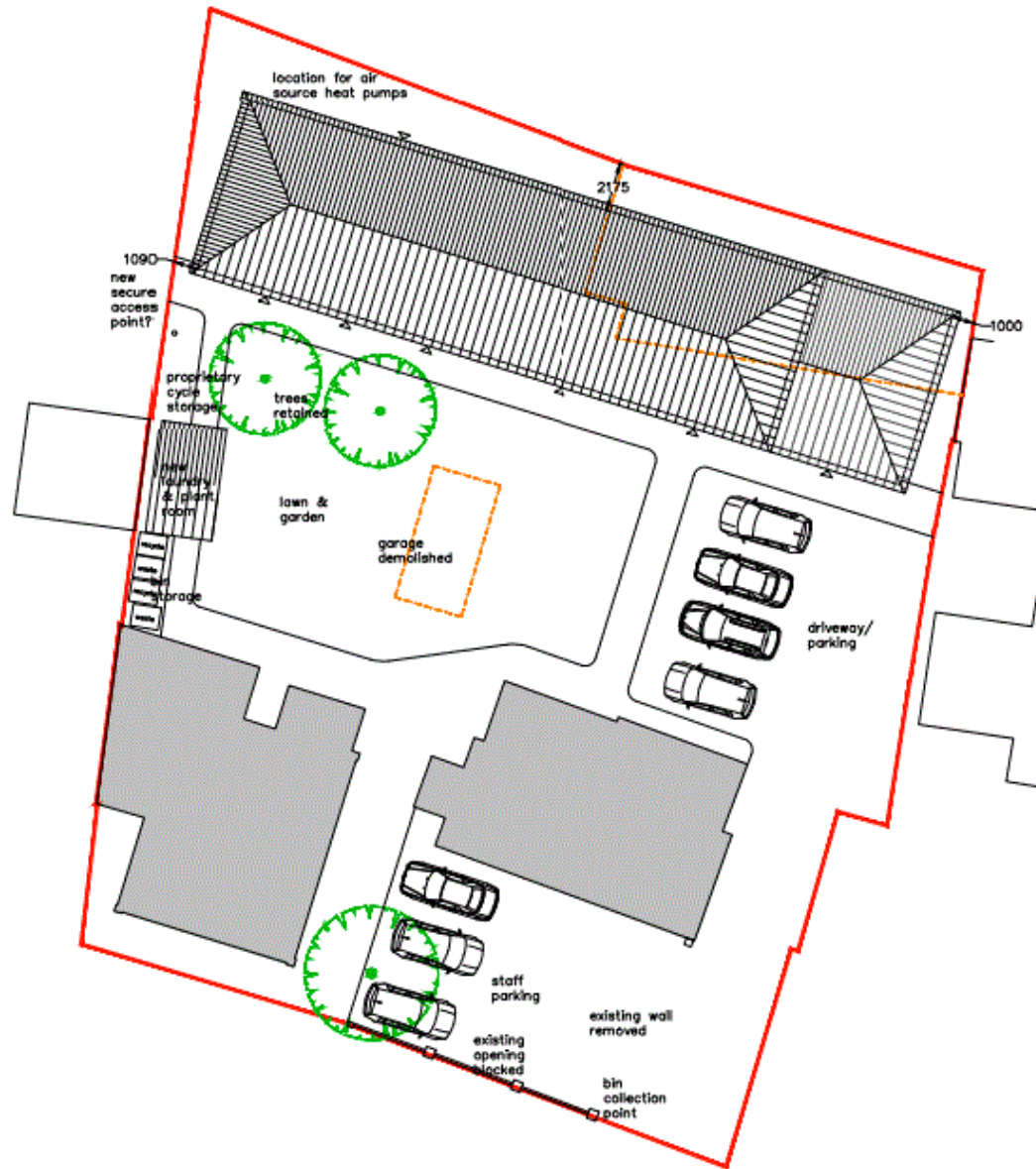
- 1. Policy DM 3.5 (also policy DM3.8) states additional dwellings on sub-divided plots within development boundaries are permitted:
  - a) In this case too many apartments are being squeezed onto this site giving massing and poor-quality design. This would have an unacceptable impact on neighbouring properties. The space at the rear and ends of the property are very narrow and are likely to become an area where waste is discarded.*
  - b) The close proximity to the boundaries with other properties will lead to overlooking and unacceptable noise.*
  - c) The shared amenity space is barely adequate for the existing apartments on site and will be grossly inadequate for the addition of 9 further apartments*
  - d) There will be inadequate levels of reasonable access to light and privacy, free from unacceptable noise.**
- 2. Policy DM 3.12 The parking provision is inadequate for the proposed 9 new apartments plus the existing apartments*
- 3. Policy DM 3.13 The development will lead to
  - a. overlooking and loss of private residential amenity space*
  - b. Loss of day light, overshadowing and overbearing impact*
  - c. Introduction of incompatible neighbouring uses in terms of noise and artificial light pollution. The policy states that planning permission should be refused where proposed development would lead to an excessive or unreasonable impact on existing neighbouring occupants and the amenity of the area or a poor level of amenity for new occupiers.**
- 4. Policy DM 4.3 Facilities for the collection of recycling and waste are inadequate for the increased number of apartments.*

*Cllr Eric Taylor - Chair of Planning  
Diss Town Council*



**Location Plan**

**Block Plan**



| revision | description      | date     |
|----------|------------------|----------|
| Rev A.   | Minor Amendments | Oct 2021 |
| Rev B.   | Minor Amendments | Mar 2022 |

Client: **Solo Housing**

Job Title: **32 - 34 Victoria Road, Diss**

Drawing Title: **Block Plan**

|               |                 |                    |
|---------------|-----------------|--------------------|
| Scale:        | Drawn By:       | Date:              |
| <b>1:200</b>  | <b>AS</b>       | <b>ET</b>          |
| Job Number:   | Drawing Number: | Status:            |
| <b>5928/1</b> | <b>01/B</b>     | <b>Preliminary</b> |

**whitworth**

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 Unit 12 Park Farm, Fombarn St Germaine, Bury St Edmunds, IP28 0TS  
 01347 755421 info@whitworth.co.uk www.whitworth.co.uk

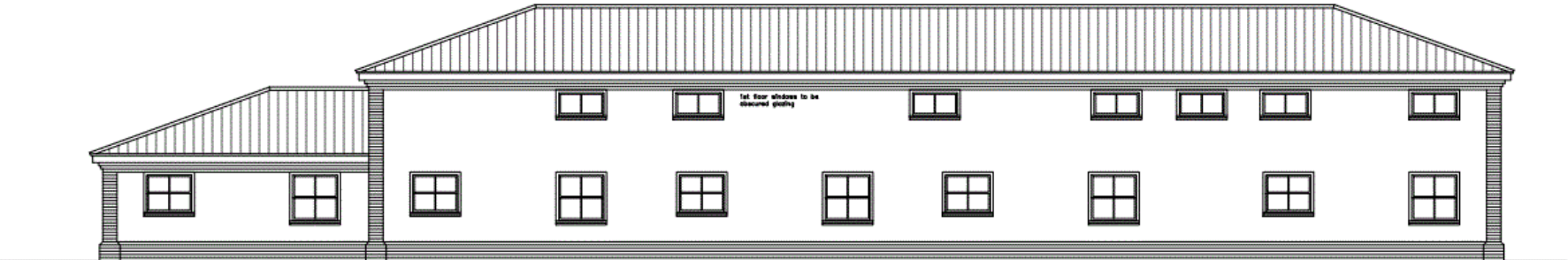
NOTE:  
 Do not scale from this drawing except for the purpose of planning. Confirm all dimensions on site. Refer any discrepancies to the Architect before work is put in hand. Read this drawing in conjunction with the relevant sections of the specification, schedule of works and other drawings.

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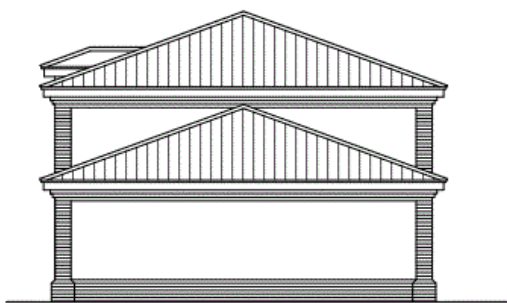




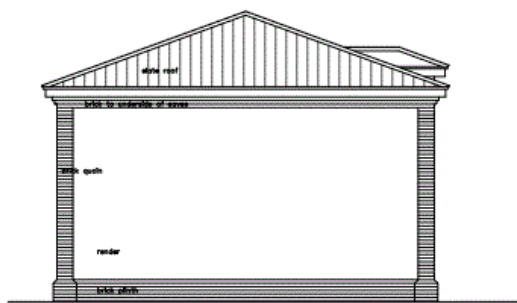
SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION

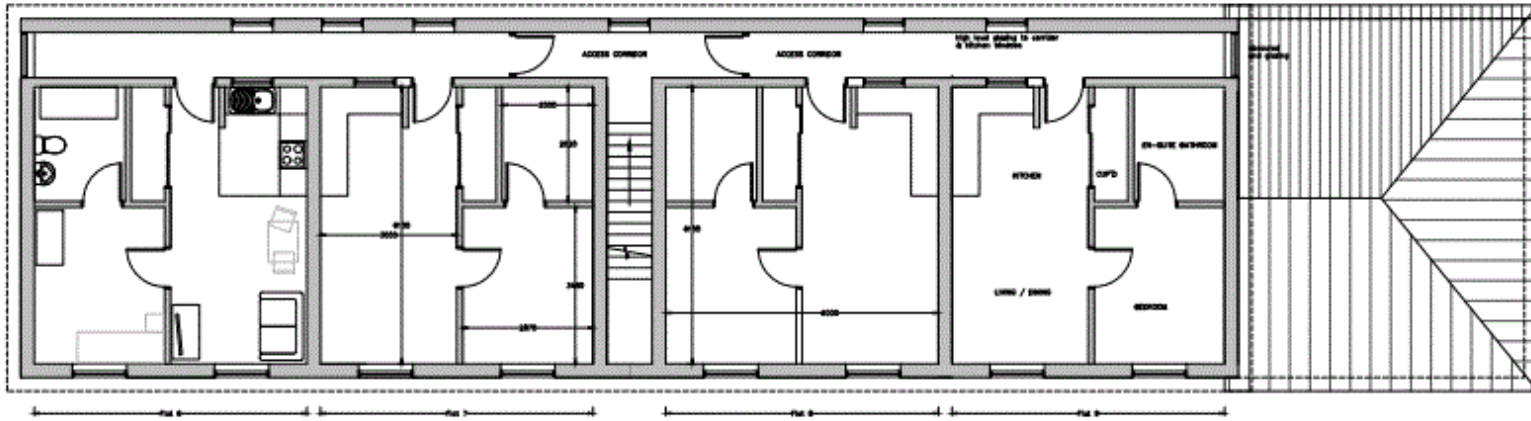
Elevations

| Revisi | description            | date     |
|--------|------------------------|----------|
| Rev. A | Fire Escape Amendments | Feb 2022 |

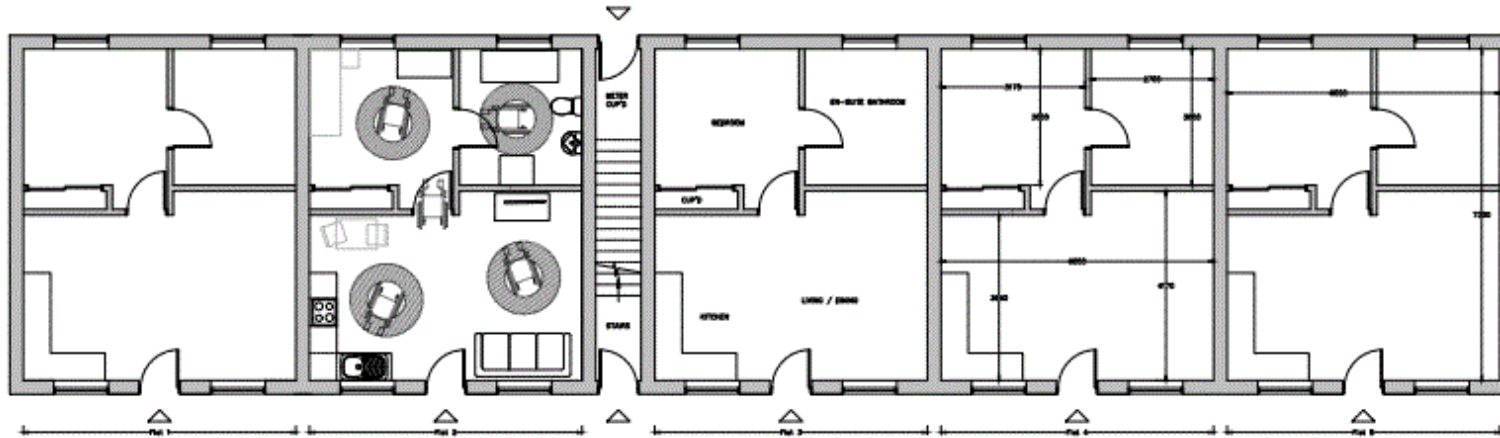
Client: Solo Housing  
 Job Title: 32-34 Victoria Road, Diss  
 Drawing Title:  
 Proposed Elevations  
 Scale: A1 E1 Date: Oct 2021  
 Job Number: Drawing Number: Status:  
 88281 02A Preliminary



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1st FLOOR PLAN



GROUND FLOOR PLAN

Floor Plan



| Version | Description         | Date     |
|---------|---------------------|----------|
| Rev A   | Minor Amendments    | 04/2021  |
| Rev B   | Final Design Layout | Feb 2022 |

Client  
**Solo Housing**  
 33-34 Victoria Road, Dids  
 Drawing Title  
**Proposed Floor Plans**  
 Drawn By: [Name]  
 Checked By: [Name]  
 Job Number: [Number] Drawing Number: [Number]  
 Scale: 1:50 Date: 04/2021  
 Status: Preliminary



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|           |   |                   |   |   |          |  |     |
|-----------|---|-------------------|---|---|----------|--|-----|
| 2022/0199 | Listed Building                           |                   | 37 Chapel Street, Diss, IP22 4AN                | Replacement front door  | 21.03.22 | Withdrawn                                  |     |
| 2022/0045 | Removal/ Variation of Condition (S73/S19) | Chris Burnard     | Grasmere, Denmark Street, Diss, IP22 4LE        | Variation of condition 2 of 2021/2169 - remove canopy on side elevation<br>Application Type: Removal/Variation of Condition (S73 / S19)   | 31.03.22 | Approval with conditions (delegated)       | yes |
| 2022/0002 | Householder                               | Mr S Weedon       | Bilpekays, Mission Road, Diss, IP22 4HX         | Single storey side extension and garage   | 06.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0479 | Householder                               | Mr Huseyin Girgin | 9 Pheasant Drive, Diss, IP22 4US                | Single storey side extension  | 06.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0025 | Approval of condition details             |                   | Land North of Nelson Road, Diss, IP22 4GL       | Details of conditions 12 and 18 of 2020/0478 - (12) Landscaping and (18) Fire hydrant   | 11.04.22 | Approval of details - Approved (Delegated) |     |
| 2022/0235 | Demolition                                |                   | 9 Park Road, Diss, IP22 4AU                     | Demolition of single storey brick building  |          | Withdrawn                                  |     |
| 2022/0293 | Full                                      |                   | 34 Chapel Street, Diss, IP22 4AN                | Change 2 wooden first floor windows to UPVC windows   | 22.04.22 | Approval with conditions                   | yes |
| 2019/1555 | Outline                                   |                   | Land North of Walcot Rise, Diss                 | Outline application including access, with all other matters reserved for up to 80 (Maximum) residential dwellings  | 29.04.22 | Refusal (Delegated)                        |     |
| 2022/0525 | PD Renewable Energy                       |                   | Morrisons, Victoria Road, Diss                  | Installation of a new PV Solar system to flat roof area   | 27.04.22 | Prior Approval not required (delegated)    |     |
| 2022/0483 | Householder                               |                   | 3 Louies Lane, Diss, IP22 4LR                   | Two storey side extension. Single storey side and rear extensions with alterations.   | 29.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0546 | Advertisement                             |                   | 20 Mere St, Diss, IP22 4AD                      | Retrospective permission for fascia signage to front of shop  | 26.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0570 | Advertisement                             |                   | Tesco superstore, Victoria Road, Diss, IP22 4JN | Proposal to re-install 1 x illuminated Totem sign   | 29.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0571 | Full                                      |                   | Tesco superstore, Victoria Road, Diss, IP22 4JN | Proposal to paint external façade of building   | 29.04.22 | Approval with conditions (delegated)       | yes |
| 2022/0538 | Listed Building                           |                   | 28 Denmark St, Diss, IP22 4LE                   | Retain roof of property   | 13.05.22 | Approval with conditions                   |     |
| 2022/0620 | Householder                               |                   | 99a denmark st, diss, ip22 4lf                  | Erection of garden shed   | 09.05.22 | Approval with conditions                   | yes |
| 2022/0598 | Approval of condition details             |                   | Land to rear of Thatchers Needle, Diss, Park Rd | Details of conditions 5, 7, 8, 15 and 20 of 2021/0307 - (5) Groundwater Monitoring, (7) Finished Levels, (8) Fire Hydrant (15) Ground Investigation and (20) Construction Method Statement  | 09.05.22 | Approval of details-approved               |     |
| 2022/0607 | Full                                      |                   | 100 Willbye Avenue, Diss, IP22 4NP              | Conversion of two caravan shepherd hut units to a single holiday let  | 11.05.22 | Refusal (Delegated)                        |     |
| 2022/0756 | Works to TPO Trees                        |                   | 33 Croft Lane, Diss, IP22 4NA                   | Ash (in rear garden) - crown thin by approx 25% deadwood  | 12.05.22 | Approval with conditions                   | yes |
| 2022/0674 | Approval of condition details             |                   | Land to rear of Thatchers Needle, Diss, Park Rd | Details of condition 3 of 2021/0307 - (3) Construction Traffic Management Plan  | 16.05.22 | Approval of details-approved (delegated)   |     |
| 2022/0625 | Full                                      |                   | 46-50 Howard House, Sawmills Rd, Diss, IP22 4DA | Part retrospective application for new first floor level to accommodate cafe, kitchen & staff WC, internal alterations for improved Disabled & Escape access. New ground floor and first floor windows & mechanical ventilation extract | 17.05.22 | Approval with conditions (delegated)       | yes |
| 2022/0750 | Householder                               |                   | Longview, 54 Heywood Rd, Diss, IP22 4SY         | Erection of new garage  | 20.05.22 | Withdrawn (delegated)                      |     |