



Town Clerk (CEO)
Mrs S. Villafuerte-Richards (CiLCA)

Our Ref: PL 03.12.25
Date: 27/11/2025

Sub-Committee Membership:
D. Craggs (ex-officio), C. Dente (Vice-Chair), R. Peaty, A. Kitchen, J. Robertson (ex-officio) & J. Welch

For Information:
Councillors S. Browne, S. Kiddie, K. Murphy & L. Sinfield
Town Clerk

Diss Express

Diss Town Council
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Diss, Norfolk, IP22 4JZ

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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 3rd December 2025** at **6.45pm** to consider the business detailed below.

Town Clerk / Chief Executive Officer

Agenda

- 1. Election of Chair of the Planning Sub-Committee for the remainder of the Municipal Year 2025/26**
To elect a Chair of the Planning Sub-Committee
- 2. Apologies**
To receive and consider apologies for absence.
- 3. Nomination of Substitute Representatives**
To note nominated substitute representatives attending in place of those who have sent their apologies.
- 4. Declarations of Interest and Requests for Dispensations¹**
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.
- 5. Minutes**
To confirm as a true record, the minutes of the Planning Sub-Committee held on Wednesday 15th October 2025 (copy herewith).
- 6. 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 (*the period of designated time for public participation is 20 minutes, unless directed by the Chair of the meeting, and individual members of the public are entitled to speak for a maximum of five minutes each*).
- 7. 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*).

8. New Planning Applications and Development Control Matters

To receive and comment on planning applications and other development control matters (report herewith).

Application No.	Type	Address	Proposal	Response By
2025/2474	Full Planning Permission	Land To The Rear Of 14 Market Hill Diss	Erection of dwelling and associated hardstanding.	17.12.25

9. Officer Delegated Decisions

To note the Officer delegated decisions made by Diss Town Council's Planning Committee since the last meeting (copy herewith).

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 Sub-Committee meetings will precede scheduled Committee dates, should applications require Sub-Committee consideration.

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>