

Diss Town Council

Minutes

Minutes of the meeting of the **Planning Sub-Committee** held in the **Council Chamber at Diss Corn Hall** on **Wednesday 23rd September 2026 at 6.45pm.**

Present: Councillors D. Craggs (ex-officio), A. Kitchen, J. Welch, R. Peaty (Chair), T. Knights

In attendance: S. Villafuerte-Richards (Town Clerk)
1 member of the public

PL0726/01 Apologies

Councillor's Name	Absent Without Apology	Apologies Received	Reason	Apologies Accepted
C. Dente	☐	☒	Unwell	☒

PL0726/02 Nomination of Substitute Representatives

Cllr T. Knights substituted for Cllr C. Dente.

PL0726/03 Declarations of Interest

There were none.

PL0726/04 Minutes

Members received the minutes of the Planning Sub-Committee meeting held on Wednesday 29th July 2026. It was

Resolved: To approve the minutes of the Planning Sub-Committee meeting held on 29th July 2026 as a true record. The minutes were signed by the Chair.

PL0726/05 Public Participation

There was one member of the public in attendance who did not wish to speak on any agenda item.

PL0726/06 Items of Urgent Business

There were no items of urgent business raised.

PL0726/07 Planning Delegation Policy

Members considered the new Planning Delegation Policy. It was

Resolved: To adopt the Planning Delegation Policy as presented and publish the adopted policy on the Council's website.

(Action: Office Administrator; immediately)

PL0726/08 New Planning Applications and Development Control Matters

Members considered the planning application below, together with the additional correspondence received. Concerns were raised about additional parking pressures which were considered to be a continuing enforcement issue. It was noted that the waste storage query has since been addressed. It was

Resolved:

Application No.	Type	Address	Proposal	Response
2025/3694 2025/3695	Full Planning Permission & Listed Building Consent	13 St Nicholas Street, Diss	Conversion of first floor office to flat	Please note that following correspondence received from The Diss Corn Hall Trust and others, applications 2025/3694 and 2025/3695 were considered by Diss Town Council Planning Sub-Committee on 23rd. Sept. 2026. Members noted that the waste storage concerns had been addressed, and while delegating the final decision to officers, would request due weight is given to the concerns raised relating to the relationship between the proposed residential use and the established operation of The Corn Hall, especially noting the "Agent of Change Principle", together with matters of residential amenity, noise and the wider town centre context.

(Action: Office Administrator to send response; Immediately)

PL0726/09**Officer Delegated Decisions**

Members noted the Officer delegated decisions made by Diss Town Council's Planning Sub-Committee since the last meeting.

PL0726/10**South Norfolk Council Planning Decisions**

Members noted the planning decisions made by the Planning Authority since the last meeting, including the approval, subject to conditions, of the application relating to the inclusion of a Burger King at Morrisons.

PL0726/11**Date of Next Meeting**

Members noted that Planning Sub-Committee meetings will precede scheduled committee dates, should applications require Sub-Committee consideration.

Meeting closed at 7.04pm.

Councillor R. Peaty
Chair