



DEPUTY TOWN CLERK
Miss S French, CILCA

DISS TOWN COUNCIL
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Diss, Norfolk, IP22 4JZ.
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Please ask for: Sonya French
Our ref: PL 10.11.21
Date: 05.11.2021

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 10th November 2021** at **6.45pm** to consider the business detailed below.

Deputy Town Clerk

AGENDA

- 1. Apologies**
To receive and consider apologies for absence.
- 2. Nomination of Substitute Representatives**
To note nominated substitute representatives attending in place of those who have sent their apologies.
- 3. 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.
- 4. Minutes**
To confirm as a true record, the minutes of the Planning Committee held on 27th October 2021 (copy herewith).
- 5. 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*).
- 6. 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*).
- 7. New Planning Applications and Development Control Matters**
To receive and comment on planning applications and other development control matters.

App. No	Type	Applicant	Address	Proposal
2021/2265	Full	Mr G Eales	17 St Nicholas Street, Diss, IP22 4LB	Ground floor change of use from A1 (shop) to D3 (residential) and conversion to 2no self contained flats,

				consisting of 1no 1 bed and 1no 2 bed units, including external alterations
2021/2266	Listed Building Consent	Mr G Eales	17 St Nicholas Street, Diss, IP22 4LB	(Same as above) Ground floor conversion to 2no self contained flats, consisting of 1no 1 bed and 1no 2 bed units, including external alterations

8. South Norfolk Council Planning Decisions

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

9. Date of Next Meeting

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

COMMITTEE MEMBERSHIP:	FOR INFORMATION:
Councillors:	Town Clerk
M. Gingell	Deputy Town Clerk
K. Murphy	
S. Olander (ex-officio)	Councillors:
D. Poulter (Vice-Chair)	S. Browne
E. Taylor (Chair) (ex-officio)	D. Collins
S. Warren	S. Kiddie
	A. Kitchen
	J. Robertson
	C. Valori
	J. Welch
	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>

MINUTES**DRAFT**

Minutes of the meeting of the **Planning Sub-Committee** held in the Council Chamber at Diss Corn Hall on **Wednesday 27th October 2021** at **6.45pm**.

Present: Councillors:

M. Gingell
K. Murphy
E. Taylor (Chair) (ex-officio)
S. Olander (ex-officio)
S. Warren

In attendance: Sarah Richards – Town Clerk
1 member of the public

PL1021/01 APOLOGIES

Apologies were received and accepted from Councillor Poulter.

PL1021/02 NOMINATION OF SUBSTITUTE REPRESENTATIVES

Councillor Welch substituted for councillor Poulter.

PL1021/03 DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

There were none.

PL1021/04 MINUTES OF THE LAST MEETING

It was

RESOLVED: that the minutes of the meeting of the Planning Sub-Committee held on 1st September 2021 were a true record and were duly signed by the Chairman.

PL1021/05 PUBLIC PARTICIPATION

There was one member of the public present, the applicant, to speak on agenda item 7 application ref 2021/2169.

It was noted that following the sale of the building by South Norfolk Conservative Club 5 years ago, the property had planning permission to convert into one house for residential use. The applicant wishes to convert the existing building into five high quality flats with the same footprint. It is currently an unsightly building and the plans will improve the street scene and view from the Mere. It is intended to have a large open communal gardens space, which will be well maintained. It was noted that the one bed cannot become a two-bed due to the requirement for a fire escape. Members considered whether the parking provision was adequate to mitigate against on-street parking. It was noted that the Diss & District Angling Club's gentleman's agreement to fish the Mere from the rear will not be possible post development and that the views to the Mere will not be restricted by trees.

PL1021/06 ITEMS OF URGENT BUSINESS

There were no items of urgent business.

PL1021/07 NEW PLANNING APPLICATIONS AND DEVELOPMENT CONTROL MATTERS

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

App. No	Type	Applicant	Address	Proposal	Response
2021/2169	Full	Chris Burnard	Grasmere, Denmark Street, Diss, IP22 4LE	Conversion of existing building to 5 apartments.	RECOMMEND APPROVAL Diss Town Council is in favour of developing this site for apartments (within the existing footprint) but have reservations that available parking is adequate for the number of homes and could lead to on street parking particularly in the evenings. We agree with the South Norfolk District Council recommendation that the important arcade feature

					<p>is retained as this is of major local and historical interest.</p> <p>If you are minded to approve this application, we would ask that Officers ensure that the content explicitly refers the need to keep the mature trees in the garden unharmed in accordance with their location in the Diss Conservation Area. The garden should be enhanced where possible to retain the outstanding views across the Mere from the 'Mere's Mouth' as specified in the Diss and District Neighbourhood Plan.</p>
2019/1555	Outline	Land Allocations Ltd	Land of North of Walcot Rise, Diss	Outline application including access, with all other matters reserved for up to 80 (Maximum) residential dwellings.	<p>RECOMMEND REFUSAL See attached letter sent to the Planning Authority 28.10.21.</p>

PL1021/08

SOUTH NORFOLK PLANNING DECISIONS

Members noted the planning decisions made by South Norfolk District Council since the last meeting.

PL1021/09

DATE OF NEXT MEETING

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

Meeting closed at 7.10pm.

Councillor E. Taylor
COMMITTEE CHAIRMAN

Planning Pack 11 November 2021

Application Number 2021/2265

17 St Nicholas Street Diss Norfolk IP22 4LB

Ground floor change of use from A1 (shop) to D3 (residential) and conversion to 2no self-contained flats, consisting of 1no 1 bed and 1no 2 bed units, including external alteration.

The Former Lloyds Bank property is located on the corner of St Nicholas Street and Demark Street. One could argue it is located where retail ends and residential begins.

The property is a grade 2 listed building within the conservation area. Planning consent was granted on application 2013/1456 for the 1st floor to be converted 2 x 2-bed flats which are now complete. A pre-application for 2 self-contained flats on the ground floor 2020/0697 was submitted which the applicant claims was given a positive response by SNDC but they were told that the existing shop front design required improvement to be in keeping with the conservation area. The applicant also claims that the ground floor has been actively marketed with local estate agents but no interest has been received. It was also said that they even considered A2 office use but because of its location no interest was received and these facts can be backed up with estate agent reports.

There is no doubt, the bank building frontage is not in keeping with other buildings within the area and the proposed application would make it blend in better with the other properties in the streetscape.

In recent years it has been Diss Town Council policy on conversion of retail properties to allow first floors to be used for flats as long as the ground floor remains retail so this application does not fit in with that policy.

However, we also need to consider whether the effects of internet shopping are going to lead to some reduction in the in the need for retail units. Many reports from government and other sources suggest this may be the case.

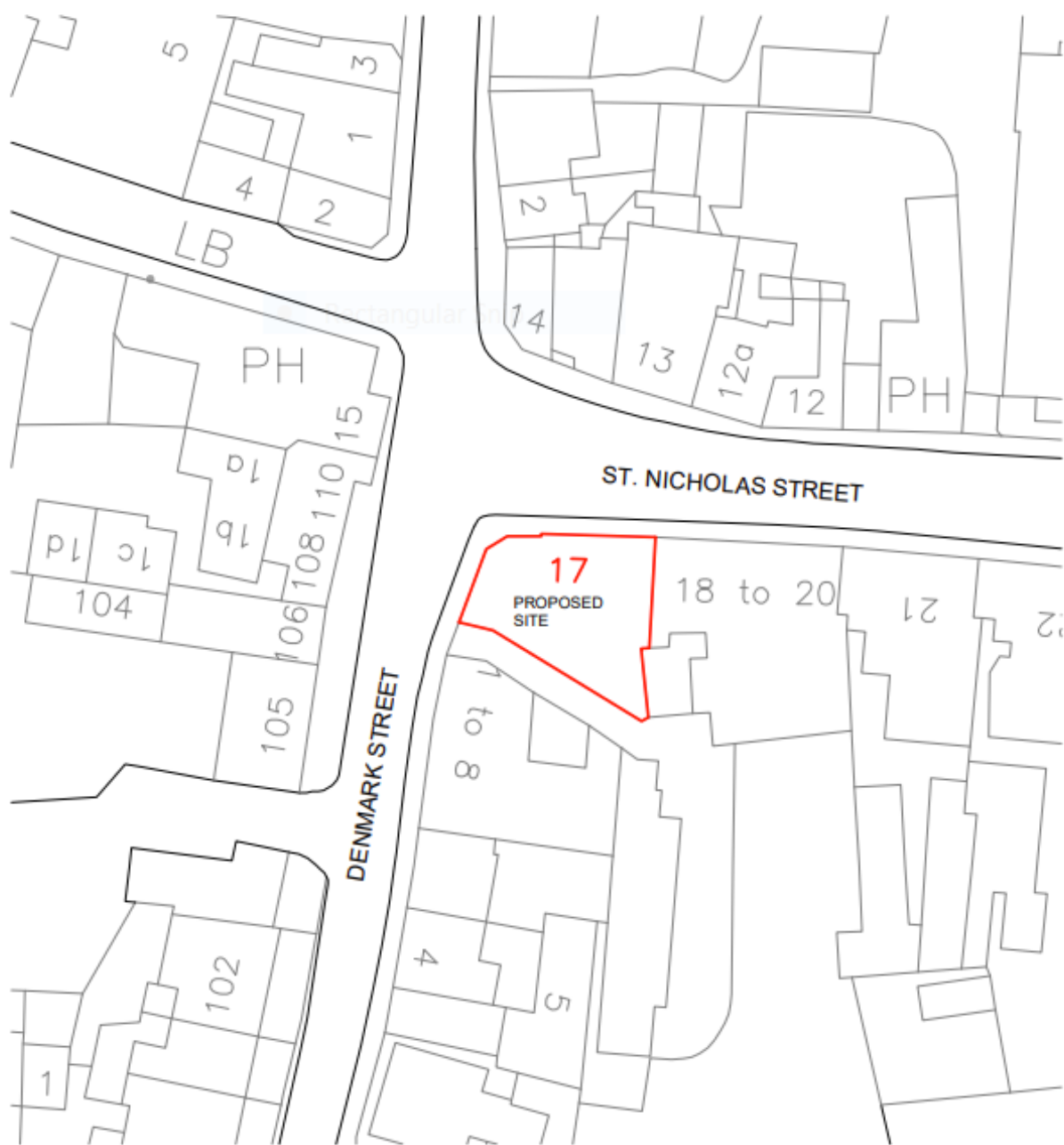
As I see it, we have two options:

1. To recommend rejection of the change of use to D3 (residential) on the basis that we wish to retain retail on the ground floor of all current retail premises as per the Diss Town Policy. Note **** there is nothing in the application to prove how much it has been marketed so this is a bit of a judgement call
2. The property which has been vacant for around 8 to 9 years is badly in need of a facelift to be in keeping with the rest of the street. This would happen if we supported the application for a change of use which seems to be reasonably well designed. In the time the property has been empty although marketed no interest has been received for either A3 or A2 use.
 - This could be done as an exception to the current DTC planning policy because of its location and the fact it has not drawn any interest even with extensive marketing.
 - or
 - We could change our policy and look at all applications for ground floor conversions on individual merit.

I am not making a recommendation on this application as I think we need to decide what is best for the Town and whether or not we need acknowledge that online shopping will generally mean fewer retail units on the high street?

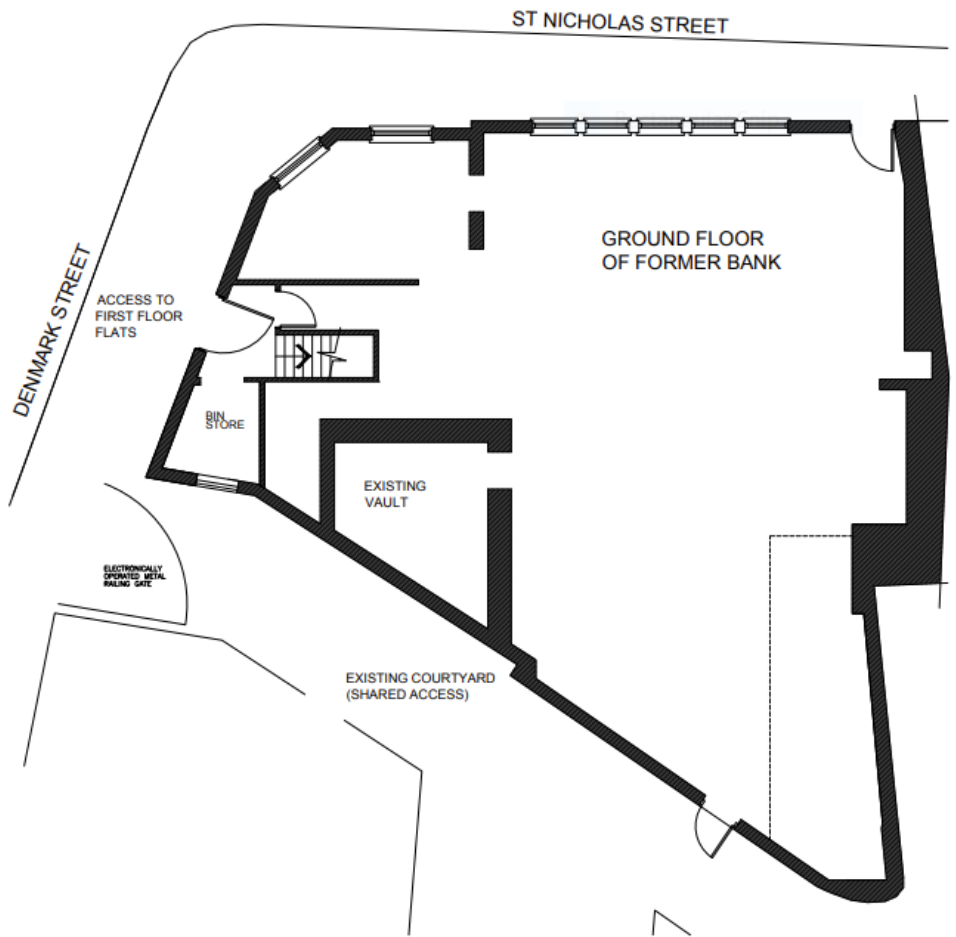
Application no 2021/2266 is the actual application for the two flats on the ground floor and needs very little further debate as it will be dependent on our decision on the change of use application 2021/2265. The following drawings apply to both applications.

Eric Taylor
Chair of Planning



SITE LOCATION PLAN
SCALE 1:500

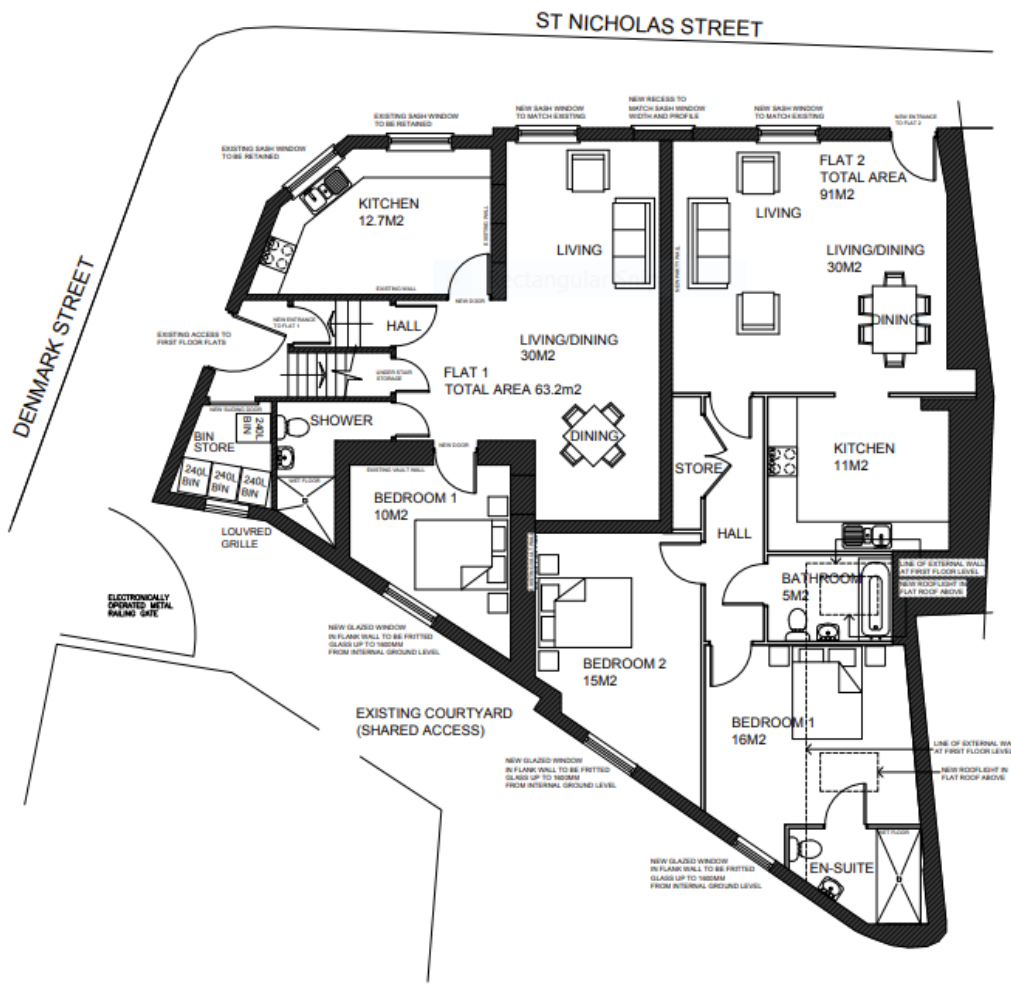
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Existing Ground Floor Layout

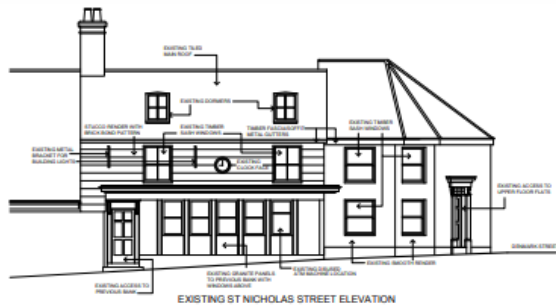
17 ST. NICHOLAS STREET DISS NORFOLK	
EXISTING GROUND FLOOR PLAN	
DATE: _____	
DRAWN BY: _____	
CHECKED BY: _____	
DRAWING PL - D - 01	

ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED
 ALL WALLS ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED
 ALL FLOORS ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED
 ALL CEILING ARE TO BE PLASTER UNLESS OTHERWISE SPECIFIED



Proposed ground floor layout

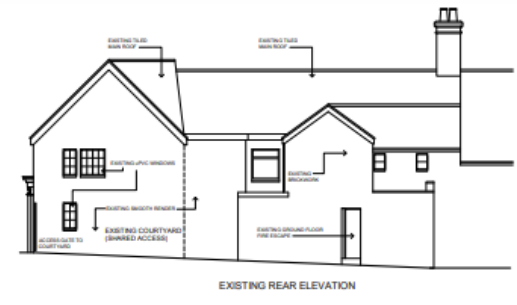
17 ST. NICHOLAS STREET DISS NORFOLK	
PROPOSED GROUND FLOOR PLAN	
1:50	DATE
DRAWING PL - D - 02	DATE



EXISTING ST NICHOLAS STREET ELEVATION



EXISTING DENMARK STREET ELEVATION



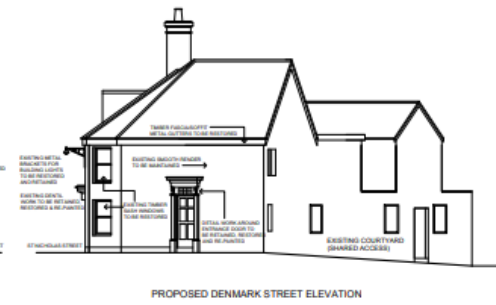
EXISTING REAR ELEVATION



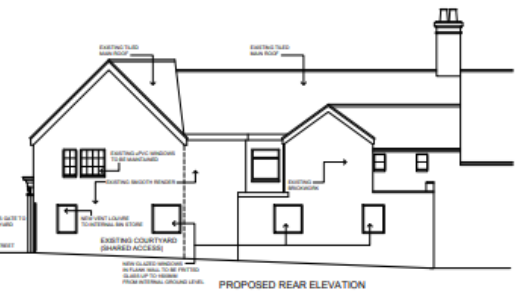
Rectangular Ship



PROPOSED ST NICHOLAS STREET ELEVATION



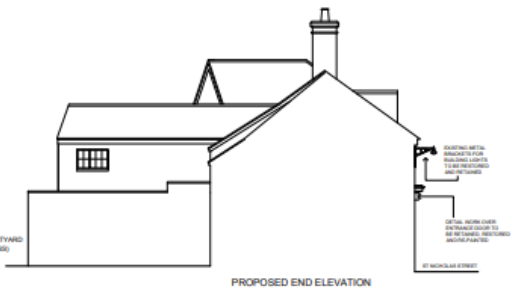
PROPOSED DENMARK STREET ELEVATION



PROPOSED REAR ELEVATION



EXISTING END ELEVATION



PROPOSED END ELEVATION

Existing and Proposed Elevations

17 ST. NICHOLAS STREET DISE NORFOLK	
EXISTING AND PROPOSED ELEVATIONS	
Scale: 1:50	
Author:	Checked:
Drawing No:	Date:
DRAWING PL - D - 03	

App. No.	Type	Location	Details	LPA Final decision
2021/1800	Full	Walcot House, Walcot Green, Diss, IP22 5SR	Conversion and extension of existing stable block to holiday accommodation with creation of new access (As previously approved under 2020/1952)	Refusal (delegated)
2021/2022	Householder	13 Louies Lane, Diss, IP22 4LR	Proposed infill rear extension to side of existing extension. Replacement roof over existing extension to incorporate with new extension.	Approval with conditions (Delegated)
2021/2054	Works to trees in conservation area	Leshowbar, 11 Victoria Road, Diss, IP22 4HE	Sycamore tree in front garden- reduce from 8m to 4.8m	No objections (delegated)
2021/2069 & 2070	Full	4 Denmark Street, Diss, ip22 4le	Proposed change of use from Office to CE Residential to two separate buildings No.4 and 'The Barn' (no changes to the building fabric)	Approval with conditions- development management committee
2021/2151	Works to TPO Trees	Unit 2a Gilray Road, Diss, IP22 4EU	3no. Prunus Trees (T2, T3 and T4 from TPO schedule SN0552) - Reduce from approx 15ft to 11ft, laterals to be brought in by approx 2ft reducing spread from approx 12ft to 8ft.	Approval with conditions
2021/2200	Works to trees in conservation area	36 Shelfanger Road, Diss, IP22 4EH	T1 Oak- remove one small limb and T2 Oak - remove three small limbs	No objections (delegated)