

**DOWNHAM MARKET PLANNING COMMITTEE**  
**MINUTES OF THE MEETING HELD ON WEDNESDAY 31 MAY 2023 AT 6:00PM**  
**In the Town Council Offices, 15 Paradise Road, Downham Market PE38 9HS**

	<p><b>Present</b>  Cllrs Daymond (Chair), Moyes, Wiles, Leach, Lewis, Westrop, Brewer  Tina Griffin, Deputy Clerk Jo Andrews, Administrator</p> <p>BCllr Osborne, BCllr Ratcliffe  2 representatives from Anglia Water</p>
Item	
1	<p><b>To elect the committee Chair and Vice Chair</b></p> <p><b>Proposed</b> Cllr Moyes     <b>Seconded</b> Cllr Wiles     <b>All in favour</b>  ‘Cllr Daymond be voted in as committee Chair’</p> <p><b>Proposed</b> Cllr Daymond     <b>Seconded</b> Cllr Moyes     <b>All in favour</b>  ‘Cllr Wiles be voted in as committee Vice Chair’</p>
2	<p><b>To consider and agree committee Terms of Reference</b></p> <p><b>Proposed</b> Cllr Daymond     <b>Seconded</b> Cllr Westrop     <b>All in favour</b>  ‘That the Terms of Reference are agreed.’</p> <p>Cllr Westrop suggested that responsibility for the completed Neighbourhood Plan post adoption would sit comfortably with the Planning Committee.  To be considered by Full Council in due course.</p>
3	<p><b>To consider and agree the DMTC Planning Protocol</b></p> <p><b>Proposed</b> Cllr Daymond     <b>Seconded</b> Cllr Westrop     <b>All in favour</b>  ‘To approve the Planning Protocol with one amendment to the Non Standard Process paragraph, reflecting how committee recommendations are reached when a meeting cannot be convened’</p>
4	<p><b>To receive Members’ Apologies for Absence</b>  There were no apologies. Cllr Lewis advised he needs to leave at 6.45pm for work reasons.</p>
5	<p><b>To receive Members’ Declarations of Interest</b>  There were no declarations of interest.</p>
6	<p><b>To approve the minutes of the previous meeting of the committee held on 17 May 2023</b></p> <p><b>Proposed</b> Cllr Westrop     <b>Seconded</b> Cllr Leach     <b>All In favour</b>  ‘That the minutes for the meeting held on 17 May 2023 be approved as a true record of the meeting.’</p>

7	<p><b>Public participation – 15 minutes allowed.</b></p> <p>There were no members of the public present.</p>
8	<p><b>To discuss and agree Council response to applications received from the Borough Council</b></p> <p>All agreed to move application 22/02245/RMM up the agenda to facilitate discussions with the Anglia Water representatives.</p> <p><b>22/02245/RMM</b>  <b>RESERVED MATTERS APPLICATION WITH SOME MATTER RESERVED FOLLOWING OUTLINE CONSENT 21/01580/FM: Proposed hybrid for the proposed Bexwell to Bury St Edmunds Pipeline Scheme with full planning consent sought for a proposed 70 kilometre pipeline andA associated above ground infrastructure at Gazeley, Isleham and Woodditton; and outline consent for above ground infrastructure at Bexwell, Kentford Ladys Green and Rede with all matters reserved except access at Drain From Bexwell To Bury St Edmunds 562498 303555 Norfolk</b></p> <p>The Chair welcomed representatives from Anglia Water who were present to answer any questions regarding Application 22/02245/RMM.</p> <p>James Irving, Anglia Water Construction Manager answered the following Cllr questions:</p> <p>Cllr Daymond - Location of the site: Off Bexwell Road behind the McDonald's/Costa development.</p> <p>Cllr Brewer - Height of structure as it is essentially an industrial building in a residential area of town: The plans represent the original dimensions but Anglia Water have been successful in reducing the height since. The height cannot be reduced any further.</p> <p>Cllr Daymond - Depth of pipeline and noise from pumps. Also emergency power supply: Depth varies but mostly 1.5 to 2m. Maximum noise restrictions are in place. There will be a stand-by generator should the electricity supply be interrupted.</p> <p>Cllr Brewer - Construction hours and the response from the Community Safety and Neighbourhood Nuisance team: Anglia Water pride themselves on being a reputable contractor and realise they are in a residential area. To keep construction noise down, they employ electric plant where possible and erect acoustic fencing. They don't want to upset people and Cllrs were offered a direct contact should any issues arise during construction. In reality work will generally be between 8am – 5pm.</p> <p>Cllr Westrop – Landscaping outside of the development phase: There will be security fencing in place around the site, which will be screened by native hedgerows.</p> <p>Cllr Wiles – noise from on site radios: if any problems arise where radios are causing a significant nuisance a call can be made to the Customer Liaison team.</p>

	<p>Cllr Leach – Timescales: Looking at a one year construction phase, which towards the end will be focussed on fitting the interior.</p> <p>Cllr Lewis – Access to the site: The lane between the McDonald’s site and the new care home is not suitable for construction traffic so access will be from the north of the site from the A10. Deliveries will be scheduled and mostly before 5pm.</p> <p>Cllr Westrop – Light pollution: At the end of construction phase there will be some minimum lighting using low energy LED bulbs, which will be directed to the ground.</p> <p><b>Proposed:</b> Cllr Daymond                      <b>Seconded:</b> Cllr Lewis                      <b>All in favour</b>  ‘That application 22/02245/RMM be recommended for approval, subject to the assurances given above’</p> <hr/> <p><b>23/00693/F</b>  <b>Change of use from funeral directors (Class E) to hot food takeaway (sui generis); installation of extraction and ventilation equipment and minor external alterations at A J Coggles 69 Bridge Street Downham Market Norfolk PE38 9DW</b></p> <p><b>Proposed:</b> Cllr Daymond                      <b>Seconded:</b> Cllr Wiles                      <b>6 in favour, 1 Against</b>  ‘That application 23/0693/F be recommended for approval, as Members could find no material reason to refuse. However, the shop frontage (and rear) should be sympathetic to the street scene in the Conservation Area – a design akin to the Dominoes store in Great Yarmouth is preferred, where a more traditional style shopfront has been provided. Noise from extractor/ventilation must comply with permitted levels.’</p>
9	<p><b>To note application decisions made by the Borough Council/Norfolk County Council</b> (previously circulated).  Members confirmed that the weekly decisions had been received and noted.</p>
10	<p><b>To note APPROVAL STREET NAME Development of Southern Bypass Downham Market</b>  Members confirmed that the agreed street names had been received and noted.</p>
12	<p><b>To receive an update on the road surface matter at Fairfield Road.</b>  The Deputy Clerk updated members on her correspondence with the Borough Planning team following a request at the previous meeting to restrict development until the damaged road surface has been addressed. Members added that the lack of public footpath also needs addressing. Deputy Clerk agreed to follow this up with Norfolk County Council.</p>
13	<p><b>Date of next meeting –</b> Planning Committee – 13<sup>th</sup> June 2023.</p>
	Meeting closed: 7.00pm
	<div>SIGNED</div> <div>DATE</div>