

**DOWNHAM MARKET PLANNING COMMITTEE**  
**MINUTES OF THE MEETING HELD ON TUESDAY 5 FEBRUARY 2025 AT 6:00PM**

**In the Town Hall Bridge Street, Downham Market, Norfolk PE38 9DW**

	<p><b>Present</b>  Cllrs Daymond, Lane, Leach, Leivers &amp; Wiles  Tina Griffin, Deputy Clerk</p>
	<p><i>Members were advised of the emergency exits/meeting point and asked to turn mobile phones to silent.</i></p>
<b>Item</b>	
1	<p><b>To receive Members' Apologies for Absence</b>  Apologies were received and accepted for Cllr Westrop.</p>
2	<p><b>To receive Members' Declarations of Interest</b> - None.</p>
3	<p><b>To approve the minutes of the previous meeting of the committee held on 17 December 2024</b></p> <p><b>Proposed</b> Cllr Leivers                      <b>Seconded</b> Cllr Wiles                      <b>All in favour</b>  'That the minutes for the meeting held on 17 December 2024 be approved as a true record of the meeting.'</p>
4	<p><b>Public participation – 15 minutes allowed</b>  There were no members of the public present.</p>
5	<p><b>To discuss and agree Council response to applications received from the Borough Council</b></p> <p><b>25/00035/F</b>  The replacement of shopfront glazing and installation of an ATM at Outdoor Antics 10 - 12 High Street Downham Market Norfolk PE38 9DB</p> <p><b>Proposed</b> Cllr Leach                      <b>Seconded</b> Cllr Leivers                      <b>All in favour</b>  'That application 25/00035/F be recommended for approval, noting that the Conservation Officer has made no objections and the ATM is a much needed resource for the town's residents.'</p> <hr/> <p><b>25/00036/A</b>  APPLICATION FOR ADVERTISEMENT CONSENT FOR: Banking Hub signage at Outdoor Antics 10 - 12 High Street Downham Market Norfolk PE38 9DB</p> <p><b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Lane                      <b>All in favour</b>  'That the advertising for the new ATM is in keeping with the front of the premises and is essential to its operation. It is therefore recommended for approval.'</p>

	<p><b>25/00078/O</b>          OUTLINE APPLICATION- Outline Self Build Application for one proposed new dwelling and associated amenity (with existing street frontage access) at Land West of Former Methodist Church, Bridge Street, Downham Market. at Land West of Former Methodist Church Bridge Street Downham Market Norfolk</p> <p><b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Leach                      <b>All in favour</b>          'That application 25/00078/O be recommended for approval. Members supported the opinions of the Conservation Officer, and added that the site should have pedestrian access only as a condition of the permission.'</p> <hr/> <p><b>25/00123/F</b>          Householder: Single storey extension to existing bungalow at 20 Park Lane Downham Market Norfolk PE38 9SH</p> <p><b>Proposed</b> Cllr Leach                      <b>Seconded</b> Cllr Wiles                      <b>All in favour</b>          'That application 25/00123/F be recommended for approval as the extended dwelling will still sit comfortably within the plot.'</p> <hr/> <p><b>25/00104/F</b>          Proposed rear single storey extension with raised patio/ramp. at 1 Hawthorn Road Downham Market Norfolk PE38 9PN</p> <p><b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Lane                      <b>All in favour</b>          'That application 25/00104/F be recommended for approval on the basis that the position of the extension is unlikely to impact greatly on neighbouring properties.'</p> <hr/> <p><b>25/00159/LB</b>          VARIATION OF CONDITION 2 OF LISTED BUILDING CONSENT 24/02021/LB:          Repair to render on the front of the property. Repainting window frames and repairing where required in existing colour. Renovating portico in existing colour. Front door being painted back to original colour of gloss black. Front render planned to be recoloured at Bank House 15 Bridge Street Downham Market Norfolk PE38 9DW</p> <p><b>Proposed</b> Cllr Leivers                      <b>Seconded</b> Cllr Daymond                      <b>All in favour</b>          'That application 25/00159/LB be recommended for approval, in accordance with the advice of the Conservation Officer.'</p>
6	<p><b>To note application decisions made by the Borough Council/Norfolk County Council (previously circulated) and update on application matters previously raised with them</b></p> <p>Cllrs confirmed that the weekly decisions list had been received and noted.</p>

7	<b>Date of next meeting</b> – following the decision to merge committees into Full Council, no future date was required.
	<p>The Chair thanked members for attendance and their diligence during their time on the Planning Committee. Members thanked Cllr Daymond for his long service as the Chair of the Planning Committee and for his expert guidance over many years.</p> <p>Meeting closed: 6.30 pm.</p>
	<p><b>SIGNED</b> <span style="float: right;"><b>DATE</b></span></p>